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HOUSING ELEMENT

Thousand Oaks General Plan

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HOUSING ELEMENT
CITY OF THOUSAND OAKS GENERAL PLAN

Adopted: October, 1986

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**HOUSING ELEMENT
CITY OF THOUSAND OAKS**

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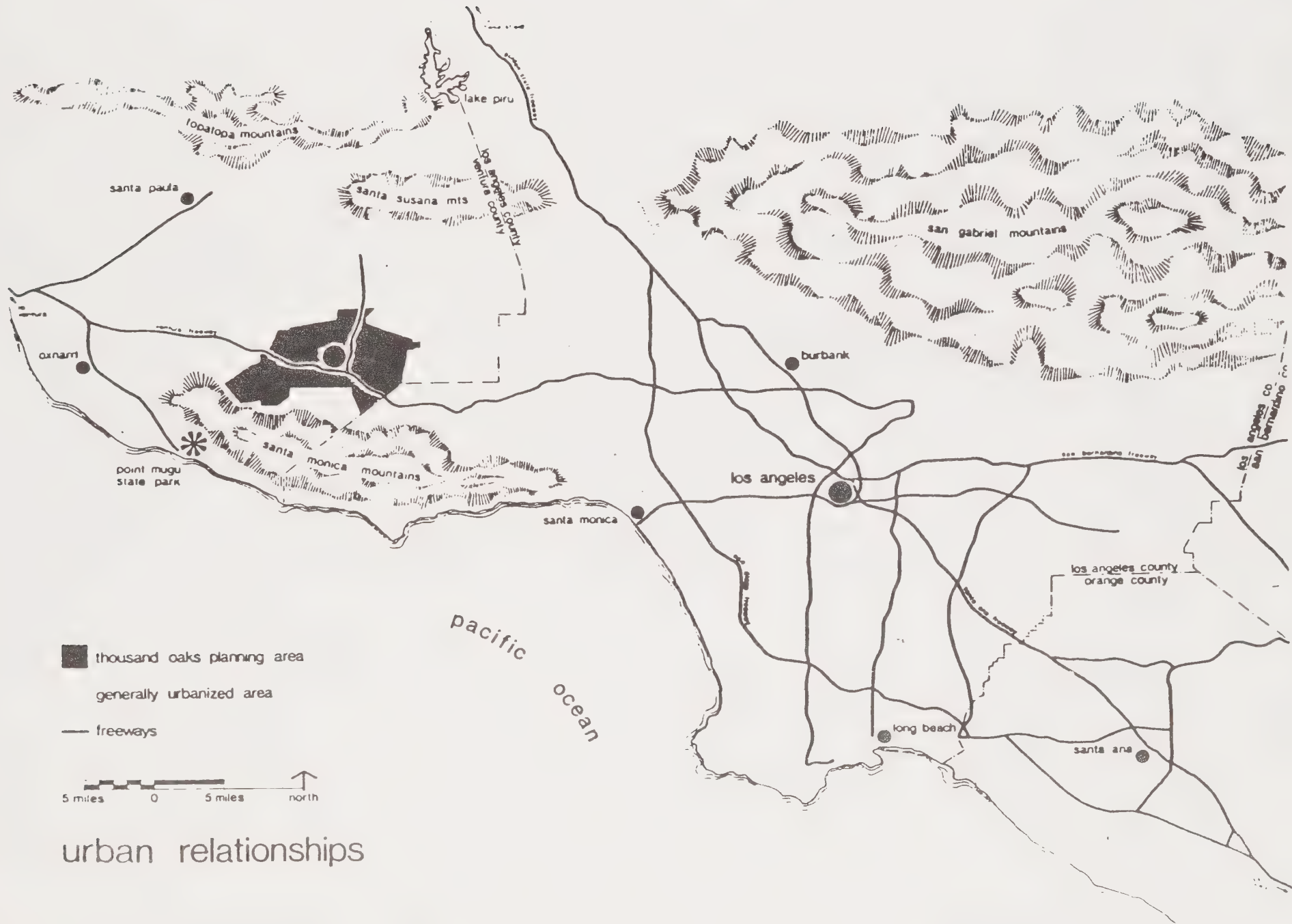
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INTRODUCTION

INTRODUCTION

The Housing Element is one of nine elements required to be included as part of a community's General Plan. This document is a revision of the City of Thousand Oaks' Housing Element which was adopted in 1970, and completely revised in 1981. The reasons for the current update of the Housing Element were two-fold: first, to have the Housing Element more adequately reflect the current housing situation in Thousand Oaks and, second, to insure that the Housing Element complies with the requirements of Article 10.6 of California's Government Code.

The revised Housing Element includes an analysis of existing and future housing needs, a statement of goals and policies and a schedule of programs and actions. It also includes an analysis of housing unit demand for the next five-year period (1986-1991) and provides a framework for analyzing that demand in light of infrastructure capacity, future employment growth and market conditions. This document is intended to be used as a guide for managing future residential growth and maintaining a range of housing choices within the community of Thousand Oaks.



urban relationships

CITIZEN PARTICIPATION

In 1981, the City's Housing Element underwent a major revision. The revision was undertaken and successfully completed by the City Council's General Plan Review Committee. The Committee consisted of 15 members, representing the City Council, the local citizenry, business community and City staff. Its primary objective was to provide direct public participation in the actual revision process.

In 1982, the General Plan Review Committee was expanded to 25 members to address several broad community issues in addition to housing. With the recently amended Housing Element as a starting point, the Committee focused on several specific areas of housing concern and made recommendations to the City Council which were adopted by the Council in 1983.

The 1986 update of the Element is based upon and is supplemental to the 1981 version. The objectives accomplished since the 1981 document are so noted. The remaining goals are highlighted and programs for achieving same are so noted. The updated Element is in harmony with the 1981 Element and is consistent with the City's commitment to providing housing in the community.

In order to encourage as much public participation as possible during the most recent revision of the Housing Element, the City released the draft Element for an advertised 90-day public review period during which copies of the Element were sent to interested organizations and individuals in the community. Two public hearings were held on the Housing Element, one before the Planning Commission and one before the City Council. This effort to involve community members is a continuation of the City's on-going effort to keep abreast of its housing needs and to address them in a timely manner.

HOUSING DATA

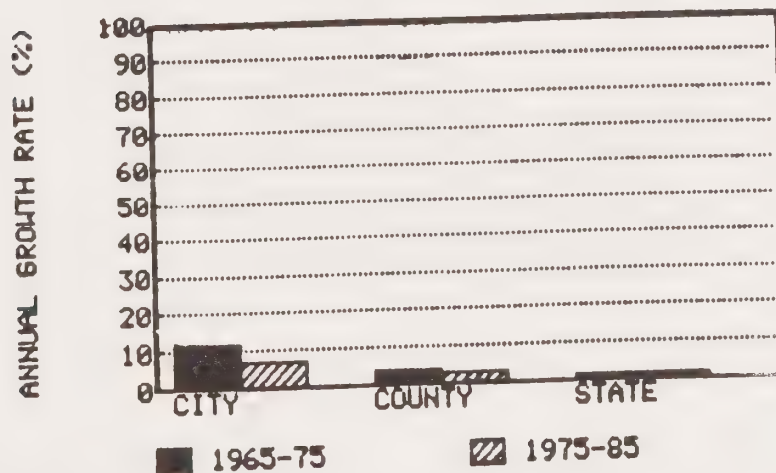
POPULATION AND HOUSEHOLD DATA

The City of Thousand Oaks is a community that has experienced a significant increase in population and household growth since its incorporation in 1964. Located in the southeastern corner of Ventura County and adjacent to the Los Angeles County border, Thousand Oaks has become an attractive and desirable residential location for many households seeking a more suburban lifestyle.

POPULATION GROWTH

In the decade following its incorporation, Thousand Oaks' population more than doubled in size. From 1965-1975, the City grew by 34,454 persons, increasing its population from 19,300 (1965) to 53,754 (1975) and averaging a yearly growth rate of 11.8%. In the decade between 1975-1985, the City grew by even more persons increasing to its January 1, 1985 total population count of 94,160 persons. As the illustration below demonstrates, Thousand Oaks' population growth for both the 1965-1975 and 1975-1985 decades far exceeded the growth rates for the same period for the surrounding County of Ventura and the State of California.

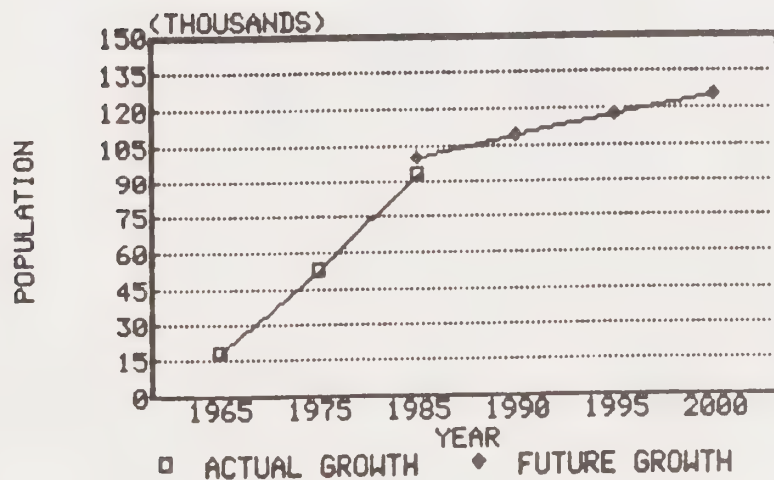
Illustration #1 POPULATION ANNUAL GROWTH RATES, 1965-85



Source: State of California
Dept. of Finance
Population Research Unit

This tremendous increase in population over a relatively short period of time has had an effect on the City's infrastructure and services, especially in the areas of transportation and school system capacity. In order to address these issues and to maintain its quality of life and semi-rural character, Thousand Oaks has adopted a "Residential Development Control System" which regulates the number of units that can be built annually. This system was approved by a ballot initiative in 1980 and is effective until 1990, allowing approximately 500 new units to be approved for development yearly. It is important to note, however, that the City's adoption of a growth management system does not affect the City's acknowledged role in providing its share of the region's housing and employment growth. The City Council has adopted growth projections which reflect an estimated population of 126,500 by the year 2000.

Illustration #2 POPULATION PROJECTIONS
Thousand Oaks Planning Area

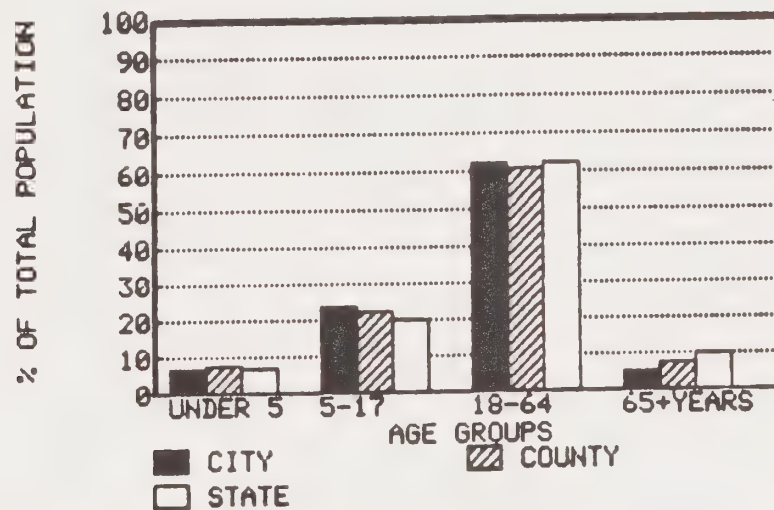


AGE DISTRIBUTIONS

Persons ranging in age from 18 years to 64 years constitute the largest population group in the City, according to 1980 U.S. Census data. This age group represented 63% of all the population in 1980 with the next largest age grouping being those persons between 5 years to 17 years (24% of all persons). As the chart below illustrates, the age grouping in Thousand Oaks is very similar to the aggregate age grouping for Ventura County and the State of California.

AGE

Illustration #3 AGE DISTRIBUTIONS
City, County, State



Source: 1980 U.S. Census Data

The median age in Thousand Oaks in 1980 was 29.8 years. In 1975, the median age of the City's population was 26 years, indicating a slight "aging" of the population in recent years.

ETHNICITY

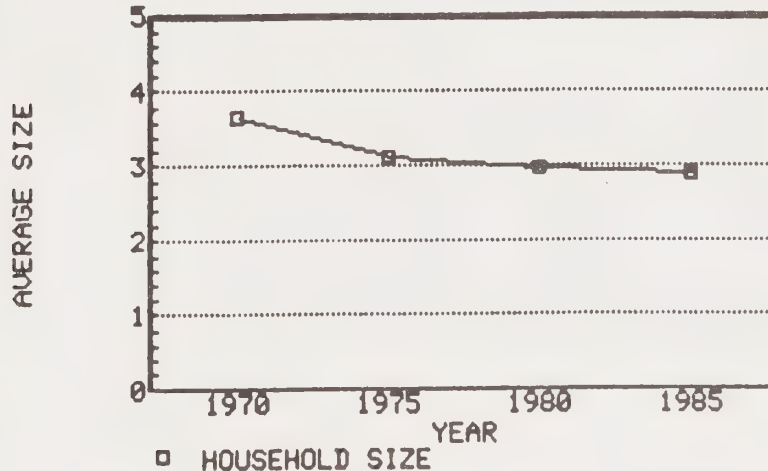
The majority of City residents are of white, non-Hispanic ethnic background. Approximately 90% of persons in the City indicated that they were white, according to 1980 U.S. Census data. It is interesting to note that the percentage of persons with Hispanic backgrounds has increased in recent years in the City. In 1975, Mexican-Americans represented 2.1% of the City's population. In 1980, the Hispanic population constituted 5.8% of the total population and persons of Mexican ethnicity represented 63% of all Hispanics.

ETHNICITY

HOUSEHOLD DATA

For purposes of evaluating housing supply and demand, it is helpful to translate information from population figures into household data. In 1980, there were 25,639 households in the City and by 1985, this number had increased by 23% to 31,551 total. This amounts to a 1985 average household size of 2.91 persons, which is also a slight decrease from the 1980 average household size of 2.97 persons.

Illustration #4 AVERAGE HOUSEHOLD SIZE
City of Thousand Oaks



Sources: U.S. Census Data
Thousand Oaks Planning Dept. Data

HOUSEHOLD TYPE

Of the 77,072 persons residing in Thousand Oaks in 1980, approximately 89% (68,837) were part of "family" households (specifically people who are related to each other by blood, marriage or law). The remaining 11% of the population are either in "non-family" households or group quarter living situations. Of those family households, 87% were headed by a married couple and the remaining by either a male head (3%) or a female head (10%). These data indicate, then, that the majority of households in Thousand Oaks consist of related individuals ("family" households) and are headed by a married couple.

HOUSEHOLD
TYPE

HOUSEHOLD TENURE

Data collected for the 1980 U.S. Census indicate that the majority of households in Thousand Oaks own their homes. Approximately 72% of the households in the City were homeowners and the remaining 28% were renters.

HOUSEHOLD
TENURE

The same data indicates that, in the County of Ventura, the percentage of homeowners is slightly less with 65% of all households in the County being homeowners and 35% renting their housing units.

Since 1980, it is believed that the percentage of renters in the City has probably increased somewhat. A review of Assessor's records in November, 1982 indicated that 28% of all owners of single family and condominium units did not claim a homeowner's property tax deduction. Because most homeowners are apt to claim their exemption if appropriate, it can generally be assumed that those units without a homeowner's exemption are probably rental units. Therefore, if 28% of the single family and condominium housing stock alone is rental units, the overall percentage of rental units in the City is probably more than 28% when apartment rentals are added to the total. It is further believed (although no hard data currently exists), that there is an increasing number of homeowners who rent out one or more rooms in their homes. These "shared household" arrangements are becoming more common in California communities such as Thousand Oaks where housing costs are higher and housing supply is limited.

The Southern California Association of Governments (SCAG) has developed a regional housing allocation model that theoretically distributes housing needs and resources on a uniform basis throughout all of the jurisdictions in the SCAG area. According to the most recent SCAG housing allocation model (April, 1983), Thousand Oaks should strive for a future short-term goal of 69% of all households being owner-occupants and renters comprising the remaining 31% of households. This is derived from an extrapolation of the census counts on owner-occupied and rental units from 1970 and 1980 to 1988.

HOUSEHOLD INCOME

In 1979, the average Thousand Oaks household had an income higher than the average Ventura County household. Data from the 1980 U.S. Census indicates that the median City household income reported was \$26,925; in Ventura County the median household income was \$19,125. The 1980 data further states that there were proportionately more upper income households in the City; almost twice as many households had incomes over \$40,000 per year (in 1979 dollars) than households with incomes of less than \$10,000 annually. The overwhelming majority of households earned their income through wages/salaries while earnings from farm self-employment represented the least frequent source of income (less than 1% of all households).

HOUSEHOLD
INCOME

Illustration #5 SOURCE OF 1979 HOUSEHOLD INCOME**
City of Thousand Oaks

87% - Wage/Salary
51% - Interest/Rents
21% - "Other Income"
16% - Nonfarm Self-employment
15% - Social Security
4% - Public Assistance
1% - Farm Self-employment

**Percentages will not add up to 100% because many households received income from more than one source.

Source: 1980 U.S. Census

Reliable income data more recent than 1980 is difficult to obtain; however, a recent article in the local newspaper does provide some additional information. According to the Thousand Oaks News Chronicle (September 15, 1985, "Statistics Support Conejo's Wealthy Reputation"), 1984 data from the U.S. Census Bureau indicates that the largest income group in the City of Thousand Oaks are households with incomes of \$50,000 or more (38% of all households). Only 10% of all Thousand Oaks households net less than \$20,000 yearly. These data appear to indicate that higher-income households continue to dominate the range of households living in the City. Against this backdrop of higher-income households, however, it is important to spotlight the presence of many lower-income households in the City also. According to State of California definitions, lower-income households are generally considered to be households with incomes 80% or less of the area median. Moderate income households are those with incomes of between 81-120% of median. Using these definitions, then, the 1980 U.S. Census data demonstrates that 23% (5,824 total households) of all households in the City were lower-income (those with 1979 incomes of \$15,300 or less) and an additional 18% (4,640 households) were moderate income, with incomes of \$22,950 or less. It is interesting to note that the census data indicates, of the 21 census tracts in the City, only 6 tracts had median incomes less than \$22,950. This information appears to indicate that many of the low/moderate income households reside in certain, identifiable areas of the City. These areas generally are the Old Town area (census tract 71), Greenwich Village area (census tract 70), Country Home area (census tract 65) and parts of northwestern Thousand Oaks (census tracts 56, 61 and 69).

For information on 1985 income limits for low and moderate income households in Thousand Oaks, please see page 24 of this document.

LOWER INCOME HOUSEHOLDS OVERPAYING

Information developed by the Southern California Association of Governments (SCAG) indicates that households "overpay" for housing when they pay over 30% of their income for housing. Using 1980 census data, SCAG has determined that 2,996 (11.6% of all households) lower-income households in Thousand Oaks were overpaying for housing and are in need of housing assistance. SCAG further classifies these households as "low income" (income of 51-80% of median) and "very low income" (incomes below 50% of median). Illustrated below is a chart detailing the tenure of these households by income category:

LOWER
INCOME
HOUSEHOLDS

Illustration #6 LOWER INCOME HOUSEHOLDS OVERPAYING
City of Thousand Oaks

	<u>OWNERS</u>	<u>RENTERS</u>
Very Low Income	541 households	1,006 households
Low Income	<u>494</u> households	<u>955</u> households
TOTAL	1,035 households	1,961 households

Source: SCAG RHAM, April, 1983

As the table above shows, lower income renters outnumber lower income owners by almost a 2 to 1 margin. These data indicate that there appears to be a definite need in Thousand Oaks for housing units that are "affordable" (i.e. housing costs would not exceed 25-30% of a household's income), especially units that are affordable to lower-income households.

HOUSEHOLDS WITH SPECIAL NEEDS

Because of characteristics specific to them, there are certain households within a community that usually have special housing needs. In Thousand Oaks there are 6 types of households that have been identified as having special needs; these are: elderly households, handicapped households, overcrowded households, single parent households, migrant/farmworker households, and homeless households.

ELDERLY HOUSEHOLDS

Elderly persons (age 60 and above) are gradually becoming a substantial and noticeable segment of a community's population. Americans are living longer and fuller lives than ever before in our history and are expected to continue to do so. While the average life expectancy of an American born today is 74 years, by the year 2000 it is anticipated that the life expectancy will increase to 90 years. The 1980 U.S. Census provides data that indicates that 9% of the population in Thousand Oaks was over the age of 60 years. This is an increase of approximately 40% from 1975 when the statewide mid-decade census indicated that 7% of the population was over the age of 60 years. ELDERLY
HOUSEHOLDS

The 1980 data also indicates that the majority of persons over 60 years of age live in "family" households, i.e., living with someone related by blood or marriage. Approximately 71% of elderly households lived in family households, 27% lived by themselves, and 2% were in non-family households. The census data further indicates that of those households with persons over the age of 65 years, approximately 71% are owner-occupants and the remaining 29% are renters. Of all the elderly households who rent, over two-thirds (67%) live in four specific census tracts; tract 71, Old Town; tract 70, Greenwich Village; tract 69, Civic Center area; and tract 59.03, Westlake south of the Ventura freeway.

There are currently two subsidized housing projects in Thousand Oaks designed specifically for lower-income elderly. These are the Florence Jans units and the Conejo Future Foundation units. These two projects are both located off of Brazil Street and provide a combined total of 154 units. In addition, there are approximately 20 units in HUD 236 rental projects that are reserved for elderly and, also, approximately 33% of all Section 8 rental certificates are available to elderly households. The mobile home parks in the City also provide housing opportunities for elderly households. There are currently (1985) a total of 1,061 mobile homes in the City. Certain mobile home parks such as the Thunderbird Mobile Home Park on Conejo School Road are designed specifically for older adults. In addition to the above, the special needs of the elderly are also provided at the Oak Knoll Villas, a senior-ownership project, and at La Serena which offers residential and full health care facilities for senior.

In addition to the above, two new congregate care facilities for the elderly have recently (1985) been approved by the City of Thousand Oaks. These facilities will provide comprehensive services (housing, meals, social and recreational, etc.) for elderly persons and will be located in the Greenwich Village area. One of the facilities, "Hillcrest Royale," was

assisted by the City with bond financing and in return there will be rooms made available at the facility for approximately 54 very low income elderly persons.

Elderly households have special housing needs for two reasons in particular. First, they often have limited incomes (pensions, Social Security, etc.) that are usually fixed and not subject to increases beyond minor cost of living. Their limited income status dictates a smaller proportion of funds available for housing. Secondly, some elderly households have certain physical disabilities that require modifications to their housing units. Such comfort and safety items as grab bars in bathrooms, widened doorways (for wheelchairs) and ramps are often necessary. In order to accommodate these specialized needs, the City should continue to encourage the provision of housing that is affordable, comfortable, and safe for elderly households. In addition to creating new units to meet these needs, the City can also support the rehabilitation of existing housing as well as encourage the provision of shared housing opportunities. Many communities have found that encouraging elderly, single person households to share a housing unit can result in lower housing costs for each person, as well as provide companion-living arrangements.

HANDICAPPED HOUSEHOLDS

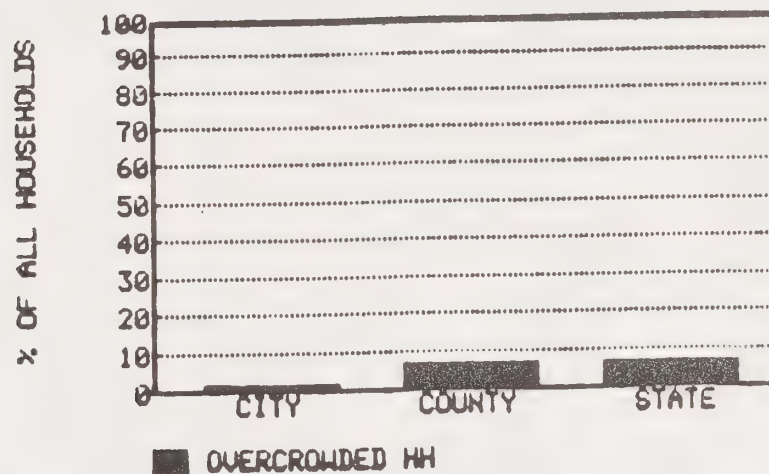
The most common problem encountered by handicapped persons in regards to housing is lack of accessibility. Many handicapped persons live in housing units that have inaccessible entrance/exits, bathroom facilities, etc. This lack of accessibility prevents the handicapped person from leading an independent and active life. The most recent data regarding number of handicapped persons in Thousand Oaks comes from the "California State Disability Survey," Department of Rehabilitation, State of California. Survey results (as updated to July, 1985) indicate that there are 35,634 persons between the ages of 16-64 years with a work or housework disability in Ventura County. In order to estimate the number of persons living in Thousand Oaks, the State Department of Rehabilitation recommends that the same percentage of City population/County population be applied to the total County number of disabled persons. The 1985 data from the Department of Finance indicates that Thousand Oaks' population comprises 16% of the County's population; therefore, 16% of 35,634 disabled persons is 5,701 total estimated disabled persons in Thousand Oaks, or 6% of the total City population.

HANDICAPPED
HOUSEHOLDS

OVERCROWDED

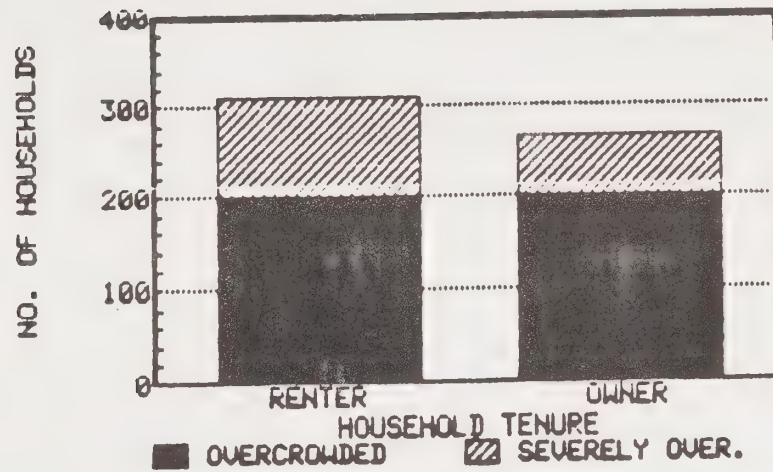
A household is typically considered to be "overcrowded" when the number of persons living in a house is greater than the number of rooms in the house. In 1980 the U.S. Census data indicated that 2% of all the households in the City were overcrowded or a total of 576 households in all. In comparing this percentage to County and State data, the City's percentage of overcrowded units is less than either the County or the State (which both happen to be 7%).

Illustration #7 OVERCROWDED HOUSEHOLDS
Comparison of City, County and State



Of the total 576 overcrowded households in the City, there were slightly more renters (310 households) than owners (266 households). However, in looking at "severely" overcrowded households (households with more than 1.5 persons per room), there were almost twice as many renter as compared to owner households.

Illustration #8 OVERCROWDED HOUSEHOLDS
By Tenure

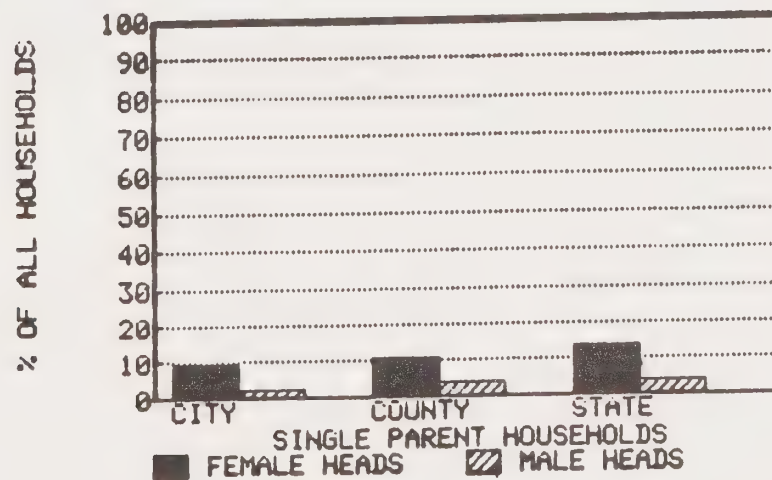


SINGLE PARENT HOUSEHOLDS

Of all the persons under 18 years of age in Thousand Oaks, approximately 13% were children in a household with only one spouse present. The 1980 U.S. Census data further indicates that 9.5% of all households with two or more persons had female head of households and only 3% were headed by a single male head of household.

SINGLE
PARENT
HOUSEHOLDS

Illustration #9 SINGLE PARENT HOUSEHOLDS



Source: 1980 U.S. Census

Because of the increased financial and emotional burden that single parents carry, they often have difficulty finding adequate and affordable housing for themselves and their children. In addition, single parent households can encounter subtle forms of discrimination, especially in regards to securing rental housing. Regarding housing discrimination, the Area Housing Authority does serve under contract with the City of Thousand Oaks to provide housing counseling and information services. Information regarding the rights of parents with children to secure rental housing is available from the Area Housing Authority at their office in the Human Resources Center at the Janss Mall.

FARMWORKER/MIGRANT HOUSEHOLDS

There are not a substantial number of farmworker households in Thousand Oaks. According to the Southern California Association of Governments "Regional Housing Allocation Model," there are 212 farmworker households in the City. Approximately 90% or 191 of these households are estimated to be lower income households.

FARMWORKER
HOUSEHOLDS

HOMELESS HOUSEHOLDS

Because of their more transient lifestyles, it is difficult to secure approximate data on the number of homeless persons in a community. The most recent and complete information regarding homeless households is available from Catholic Social Services and Lutheran Social Services in Thousand Oaks. According to the caseworkers at these agencies, there is no emergency housing or shelter in the City of Thousand Oaks. Homeless households are referred to either the Zoe Christian Center or the Rescue Mission (both located in Oxnard) or the Simi Valley Christian Center. Approximately five inquiries are received weekly by Catholic Social Services from people who are in need of housing. Many of these inquiries are from households with children living in cars or trucks and in need of immediate shelter. Because there are no shelter facilities in the City, these households are referred to the shelters listed above and are given bus fare if they have no transportation of their own. From the information provided by the social service agencies, it appears that there may be a need for a permanent shelter in the Thousand Oaks area for homeless households.

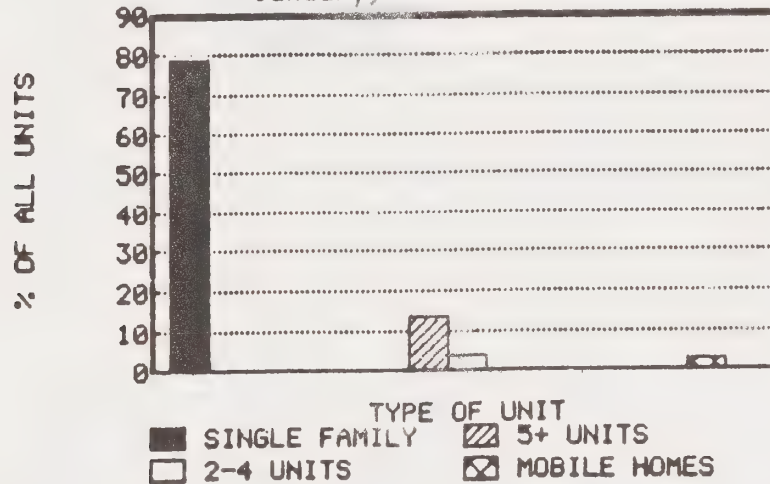
HOMELESS
HOUSEHOLDS

HOUSING STOCK DATA

The housing stock in Thousand Oaks reflects the City's suburban, semi-rural character. The majority of the City's 33,064 housing units (as of 1/85) are single-family, detached units of recent construction. Approximately 79% of all the housing units are classified single-family units and the remaining 21% are multi-family units (including mobile homes).

HOUSING
TYPE

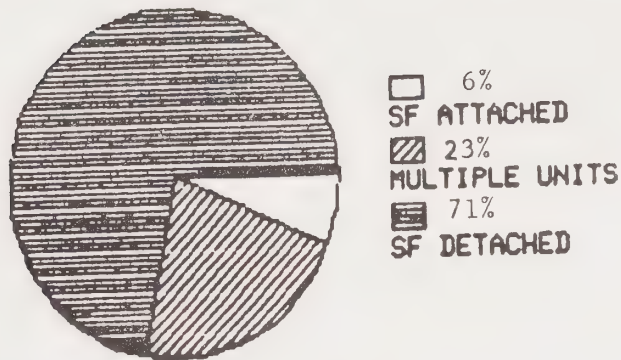
Illustration #10 TOTAL DWELLING UNITS, BY TYPE
City of Thousand Oaks
January, 1985



Source: Department of
Finance
State of California

In looking more closely at the category with the largest number of units, single-family units, the most prevalent form is single-family, detached (as compared to attached units such as townhouse) units. According to information provided by the Thousand Oaks Planning Department, 71% of the housing stock was composed of single-family detached units.

Illustration #11 HOUSING UNITS
Single-Family Type Breakdown



Multiple units, as used in the chart above, refer principally to condominium and apartment units. Single-family, attached, are typically lower-density townhouse units.

VACANCY RATES

The vacancy rate in a community indicates the percentage of units that are vacant and for sale/rent at any one time. According to Department of Finance figures (State of California) for January, 1985, the vacancy rate for Thousand Oaks was 4.58%. This figure takes into account all vacant units, including units recently built (or under construction) as well as previously occupied units. Because it does include units under construction, this vacancy rate is often "inflated" and does not always indicate the approximate number of units actually available for rent or sale.

VACANCY RATES

The Federal Home Loan Bank Board segregates out data for vacant units that are new or used and vacant units that are under construction. Looking at the most recent data (9/84) from the Federal Home Loan Bank, the vacancy rate in Thousand Oaks for all vacant new or used units was 1.8%. Illustration #12 displays the vacancy rates for all housing types, single-family units, multi-family units, and mobile homes over the six-year period from 1978-1984.

Illustration #12 VACANCY RATES
City of Thousand Oaks

	<u>1978</u>	<u>1981</u>	<u>1984</u>
All Types	2.5%	2.7%	1.8%
Single-family	2.3%	1.7%	2.0%
Multi-family	3.6%	5.7%	1.4%
Mobile Homes	0.8%	1.0%	1.2%

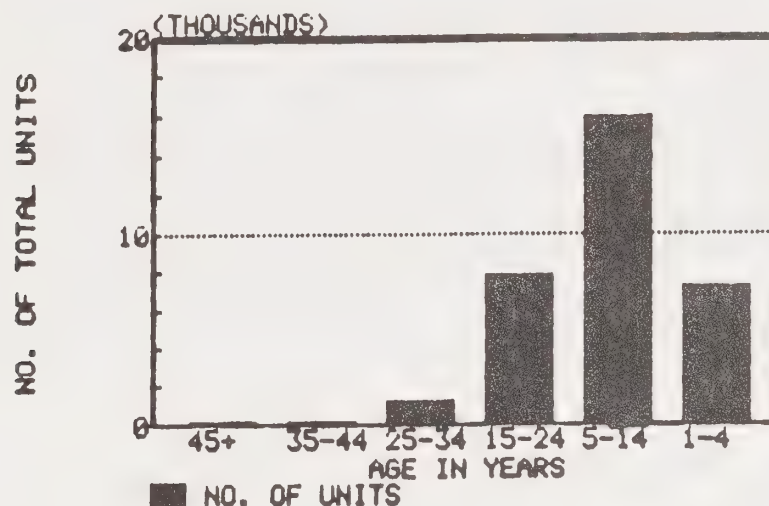
Source: Federal Home Loan Bank Board
of San Francisco

AGE OF HOUSING

Approximately 99% of all the housing units in the City were built after 1950, with half of all those units built between 1970 to 1980.

HOUSING
AGE

Illustration #13 AGE OF HOUSING STOCK
City of Thousand Oaks



Source: 1980 U.S. Census
Data

Of those units built prior to 1950, the majority are located in the older, central part of Thousand Oaks known as Old Town. Only 335 units out of the total 33,064 units in the City are over 35 years of age and, of those, approximately 60% are located in Old Town. Of the total 335 units that are over 35 years of age, 65% are occupied by renters and the remaining 35% are owner-occupied.

HOUSING CONDITION

Because so many housing units were built within recent years, the vast majority of the City's housing stock is in very good condition. There are some areas of the City, however, with older housing units that appear to be in need of rehabilitation assistance. In order to determine an approximate number of those units needing rehabilitation, a special windshield survey was conducted in October, 1985* to evaluate housing conditions. The methodology and results of that survey are described below.

HOUSING
CONDITION

*Survey was conducted by Freitas + Freitas, Engineering and Planning Consultants, as part of a work program establishing a Housing Conservation and Rehabilitation Program for the City.

Housing Condition Survey (October, 1985)

HOUSING CONDITION

The housing condition survey consisted of a three-step process. first oral interviews were held with members of the community who were most familiar with the housing needs in Thousand Oaks, especially the needs of lower-income households. The result of those interviews was that four areas in the City (Old Town, Greenwich Village, Country Homes, and Newbury Park 1) were identified as possible target areas. The second step was a review of 1980 U.S. Census data, in particular a review of such indicators as lower-than-average household income, household tenure, household ethnicity, and age of housing. As a result of that review, a total of seven areas were identified (the four areas identified above and three new ones: the Far West, Civic Center area, and Newbury Park 2). A windshield survey was then conducted in these seven areas and housing units were rated according to number of exterior deficiencies noted (i.e. weathered, chipped or peeling paint, deteriorated roofing material, foundation cracks, inadequate or hazardous electrical, etc.). Based on the results of the windshield survey, three of the seven areas were found to contain the majority of substandard units in the City. The three areas are Old Town, Greenwich Village, and Country Homes, and the results of the survey in those areas is shown on Illustration #14.

Illustration #14 HOUSING CONDITION SURVEY
October, 1985

<u>AREA</u>	<u>TOTAL UNITS</u>	<u>GOOD CONDITION</u>	<u>DEFERRED MAINTENANCE</u>	<u>SUBSTANDARD</u>	<u>REPLACEMENT</u>
Country Homes	1224	879	273	72	0
Greenwich Village	1215	1087	100	28	2-4
Old Town	<u>1810</u>	<u>1113</u>	<u>499</u>	<u>198</u>	<u>5-10</u>
TOTAL	4249	3079	872	298	7-14

DEFINITIONS:

Good Condition - Recent construction and/or no visible exterior defects
Deferred Maintenance - One exterior deficiency observed
Substandard - Two or more exterior deficiencies observed
Replacement - Substandard units with multiple deficiencies and/or
economically more feasible to replace than to rehabilitate

Source: Housing Condition Survey
Freitas + Freitas Consultants
October, 1985

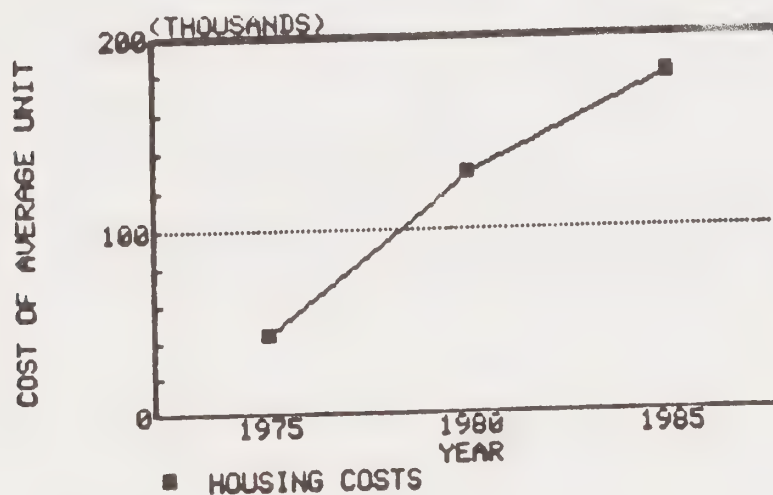
In looking at the total number of units within these 3 areas, the survey data indicates that there are a total of 4,249 units in all. Of the 4,249 total, 21% (872 units) of the units have deferred maintenance items and 7% (298 units) can be classified as being substandard. Of those substandard units, 7-14 units are probably in need of replacement rather than rehabilitation. In comparing the number of identified substandard units to the total City housing stock of 33,064 units as of January, 1985, it appears that approximately 2.6% of the City's total stock have deferred maintenance items and another 1% can be classified as substandard and in need of rehabilitation assistance.

COST OF HOUSING

Prior to 1975, housing costs were generally lower in Thousand Oaks than comparable units in Los Angeles, although prices in Thousand Oaks were somewhat higher than the rest of Ventura County. After 1975, housing prices for both new and older homes rose rapidly in Thousand Oaks and throughout Southern California. Although opinions vary as to the reasons for these rapid price escalations, they are generally believed to have been the result of a sudden widespread demand for housing in combination with a limited supply of new units. Other factors, notably interest rates, costs of materials, land and labor, and speculation in the housing market also contributed significantly.

Based on average sales figures, the cost of a single-family detached home in Thousand Oaks was \$46,000 in 1975. By 1980 the average cost was \$130,000, and by late 1985 average resale costs were \$180,000.

Illustration #15 COST OF SINGLE FAMILY DETACHED UNIT
City of Thousand Oaks



1975 - \$ 46,000
1980 - \$130,000
1985 - \$180,000*

*Conejo Valley Real Estate Board,
Average 120 day Sales Figure to November 1, 1985

Condominium units are lower in cost than detached units. The average resale cost for a condominium was \$117,000 in Thousand Oaks in 1985.

Regarding new home sale prices, information from Continental Land Title Company ("Market Bulletin," Fourth Quarter, 1984) indicated that the average price for single-family detached homes was at \$204,794 for the Thousand Oaks/Westlake area and ranged from a minimum of \$143,950 up to a maximum of \$460,000. For the Newbury Park area average new home costs ranged from \$151,975 to \$174,250. New, attached single-family units (i.e. condominiums, townhouses) began at \$71,990 (Casa de Oaks, a City-assisted project) and \$65,900 (Camelot, another City-assisted project). These new units are lower in cost than the average resale condominium unit in the City and demonstrate the benefit of the City's "Affordable Housing Program" in reducing housing cost.

Rents have also increased rapidly since 1975 coinciding with the increase in the cost of housing. According to a newspaper survey* conducted by Freitas + Freitas, Consultants, the average three bedroom house in the City was advertised for rent for approximately \$1025 monthly. Four bedroom homes advertised for \$1163 average monthly costs, and two bedrooms were listed at an average of \$641 monthly. Approximately 80% of all the homes being advertised for rent were either three or four bedroom units.

There were many more condominium units than apartments advertised for rent in the newspaper. The average two bedroom condominium was advertised for \$764 per month, and three bedroom condominiums listed at \$968 per month. Because so few apartments were listed for rent in the newspaper, a more accurate estimate of average rents is obtained from a report prepared by Herbert L. Aist and Associates in June, 1985 and titled "Survey of Apartments, City of Thousand Oaks." This report contains data collected from a survey of 3604 apartment units in Thousand Oaks. According to the report, the average rent for a one bedroom, one bath unit was \$571 monthly; a two bedroom, one bath unit was \$650 monthly, and a three bedroom, two bath unit average was \$782 per month. The vacancy factor for the 3604 units surveyed was 1.1% overall.

* Survey conducted by a review of homes listed for rent in the October 20 and 27, 1985 Sunday editions of the "News Chronicle."

PROJECTED HOUSING NEEDS

According to State Housing Element Guidelines, Housing Elements should include an analysis of the number of housing units to be built, rehabilitated, and/or conserved in order to meet the locality's current and future housing needs. Following is an analysis of Thousand Oaks' new construction and rehabilitation needs.

A. NEW CONSTRUCTION (1983-1991)

1. ESTIMATES OF NEED (1983-1991)

The Southern California Association of Governments (SCAG) has developed an estimate of the number of households that are expected to reside in the SCAG region by 1988. Each locality within the region is assigned an appropriate share of the expected households based on current population, employment trends, infrastructure capacity, land availability, etc. According to SCAG projections, 34,653 households are expected to reside in Thousand Oaks in 1988 (this compares to an actual total household number of 31,551 in 1985).

In order to insure that each locality attempts to provide housing for a fair share of lower-income as well as higher-income households, the SCAG plan identifies the proportion of lower income and upper income households that should be accommodated between 1983-88. Because the City's Housing Element addresses the period from 1986-91, however, the SCAG 1988 figures have been revised to extend to 1991. (See letter from SCAG dated October 22, 1985 in Appendix.) According to these projections, then, the City of Thousand Oaks should attempt to accommodate the following needs between 1983-1991.

Illustration #16 CITY OF THOUSAND OAKS PROJECTED HOUSING NEEDS BY INCOME CATEGORY* (1983-1991)

Very Low Income	1020 (14%)
Low Income	1139 (16%)
Moderate Income	1398 (19%)
Upper Income	<u>3643 (51%)</u>

7200 Units TOTAL

***INCOME DEFINITIONS:**

MEDIAN INCOME FOR VENTURA COUNTY HOUSEHOLD OF FOUR PERSONS AS OF OCTOBER, 1985 -- \$33,400 (per Dept. of Housing & Urban Dev. definition)

Very Low Income - Households with incomes less than 50% of areawide median income (\$16,700 or less)

Low Income - Households with incomes between 51-80% of areawide median income (\$16,701-\$26,720)

Moderate Income - Households with incomes of between 81 to 120% of areawide median income (\$26,721-\$40,080)

Upper Income - Households with incomes above 120% of areawide median income (\$40,081 or more)

In addition to four specific income categories described above, SCAG has also estimated the number of households in Thousand Oaks who are upper-income (i.e. with incomes more than 120% of the median income) but do not have sufficient income to either purchase or afford a median-priced home in the City. For the period from 1983-88, SCAG estimates that there are 4,986 households who belong in this category. This number represents approximately 16% of all the households residing in the City in 1985. This data is significant because it demonstrates the exceedingly high cost of housing in Thousand Oaks; in other words, a housing market that is so expensive that even "upper-income" households can't afford to purchase a home.

2. NEEDS THAT HAVE BEEN ADDRESSED TO DATE (1983-85) AND FUTURE NEEDS (1986-91)

**Illustration #17 BUILDING PERMITS ISSUED
January, 1983 - April, 1986**

106	Projects of 4 or fewer units
900	Projects of 5+ units
<u>979</u>	Units in Affordable Projects, exempt from RDCS
1,985	Total Units

It appears that there is a remaining need of 5,215 units from 4/86 to 1/91 (7,200 units total needed minus 1,985 permits issued). This would translate into a net addition of approximately 1,100 units per year for the next five years.

It is important to note that under the City's Residential Development Control Ordinance, the City Council has, since 1980, monitored the City's growth rate by requiring developers of five or more units to apply for residential allotments (affordable housing projects are exempt from the allotment process). Since 1980 the City Council has awarded allotments for a total of 3,723 units. After allowing for allotments that have been used or expired, approximately 60% (2,226) of the original allotments still have not been used. Assuming that the majority of these outstanding allotments do not expire and are actually used, they alone would accommodate 43% of the remaining need to 1991 (5,215 remaining need minus 2,226 unused allotments = 2,989 units to be added to stock).

Illustration #18 ADJUSTMENTS TO 1991 TOTAL HOUSING NEED
(As projected by SCAG)

7,200	Total Units Needed (1983-91)
(less) <u>1,985</u>	Building Permits Issued (1983-86)
5,215	
(less) <u>2,226</u>	(assumes use of all outstanding allotments, 4/86)
2,989	Units needed to 1991

All of the data above, then, indicates that the City is responsibly providing its fair share of the regional housing need. Although the 7,200 estimated need figure is projected over an eight year period (1983-91), the City has approved allocations and/or building permits for 58% of that total by early in the fourth year (1986) of that eight year period. And, assuming that 2,500 allotments are awarded from 1986-1991 (500 allotments per year through the RDCS), it then appears that the City can reasonably expect to accommodate almost 100% of its projected housing needs.

3. LOWER-INCOME NEEDS ADDRESSED TO DATE (1983-85)

As identified in Illustration #16, SCAG estimates that there will be a need for assistance to an additional 2,159 lower-income (very low and low) households and 1,398 moderate income households in Thousand Oaks by 1991. From 1983 to 1985 a total of 1,390 units of affordable to low and moderate income households have been either approved or built in the City. Of those units, 384 are designed for low-income households, and the remaining 1,006 are for moderate income households. Approximately 73% (1,021 units) were constructed as of October, 1985.

Illustration #19 lists all of the affordable housing projects that have been approved or built since 1983 and illustrates that 1,124 units have been designated for moderate income households, and 645 units (including 201 Section 8 rent subsidies) have been made available for low-income households. The following table illustrates more exactly the specific breakdown of income levels within those two broad income categories.

Income Groups Served (1983-85)

<u>Income Groups</u>		<u>Units Provided or Approved</u>
Very Low Income	less than 50%	459
Low Income	50% - 64% *	0
	65% - 79% *	186
Moderate Income	80% - 89% *	169
	90% - 99% *	359
	100% - 109% *	419
	110% - 120% *	177

*Household Income as a percentage of County Median Income

Illustration #19 AFFORDABLE HOUSING PROJECTS (1983-85)
APPROVED AND/OR BUILT

(See map on page 29 for location of projects)

<u>PROJECT</u>	<u>MAP KEY NUMBER</u>	<u>APPROVED</u>	<u>BUILT</u>	<u>INCOME CATEGORY</u>	
				<u>Low</u>	<u>Moderate</u>
Twin Oaks (Ownership)	3	15	0	0	15
Northoaks (Ownership)	11	112	112	0	112
Area Housing Authority (Rental)	6	49	49	49	0
Hidden Canyon (Ownership)	2	650	380	119	531
Casa De Oaks (Ownership)	5	185	185	20	165
Monterey Woods (Ownership)	4	40	40	4	36
Camelot (Ownership)	1	180	180	36	144
Skyline Drive (Rentals)	9	29	0	29	0
Florence Janss (Rentals)	8	66	66	66	0
City RAMP (Ownership)	10	5	5	2	3
Hillcrest Royale (Rental)	15	54	0	54	0
Scrub Oaks (Ownership)	14	5	4	5	0
Spastic Childrens Foundation (Section 202 Rental) United Cerebral Palsy	16	30	0	30	0
Los Feliz Apts.	<u>17</u>	<u>148</u>	<u>0</u>	<u>30</u>	<u>118</u>
Subtotal (New Units)		1,568	1,021	444	1,124
Section 8 existing certificates (includes Many Mansions rental subsidies)		201	0	201	0
TOTAL (All Units)		<u>1,769</u>	<u>1,021</u>	<u>645</u>	<u>1,124</u>

SUMMARY OF EXISTING LOWER-INCOME HOUSEHOLDS ASSISTED
(1983-1985)

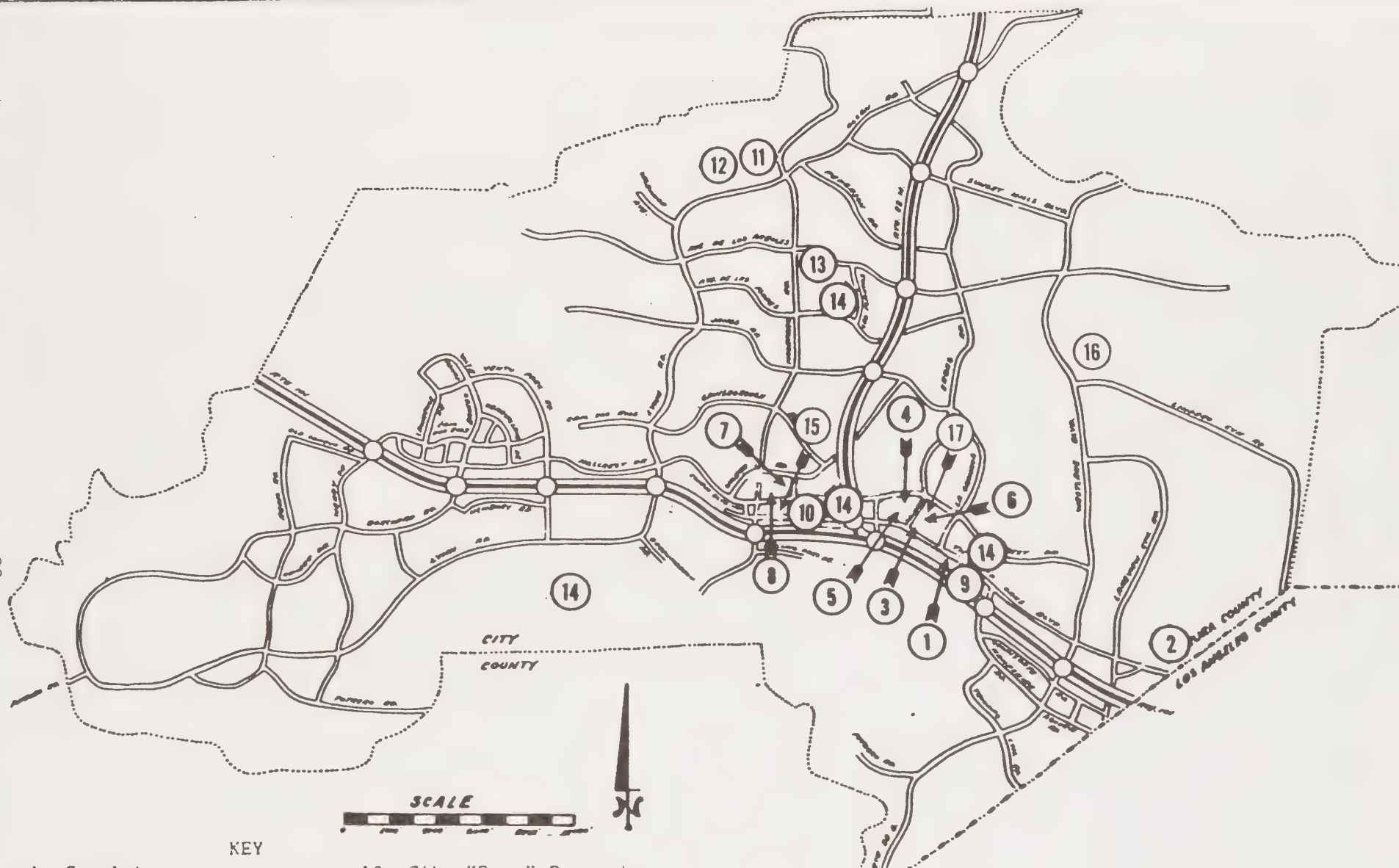
1. Low Income 1991 Need: 2,159 Households Assisted
less existing: 645

REMAINING NEED: 1,514 Total
(1986-1991)

2. Moderate Income
1991 Need : 1,398
less existing: 1,124

REMAINING NEED: 274 Total
(1986-1991)

From the data above it is evident that the City has been active in supporting the construction of housing affordable to low and moderate income households. In fact, approximately 80% of the projected 1983-91 need for moderate income housing had already been accomplished by October, 1985! In regards to lower income housing, which is of course more difficult and expensive to construct, the City has provided housing for approximately 30% of the estimated need as of October, 1985. In the five year period of this Housing Element (1986-1991), the City of Thousand Oaks will continue to make every effort to provide housing opportunities for low and moderate income households, with an emphasis on low and very low income households.



KEY

- | | |
|---------------------------|---|
| 1. Camelot | 10. City "Ramp" Project |
| 2. Hidden Canyon | 11. Northoaks |
| 3. Twin Oaks | 12. Mountclef |
| 4. Monterey Woods | 13. Los Arboles Apts. |
| 5. Casa de Oaks | 14. Scrub Oaks |
| 6. Area Housing Authority | 15. Hillcrest Royale |
| 7. Conejo Future Village | 16. United Cerebral Palsy
Apartments |
| 8. Florence Janss Apts. | 17. Los Feliz Apts. |
| 9. Skyline Dr. Apts. | |

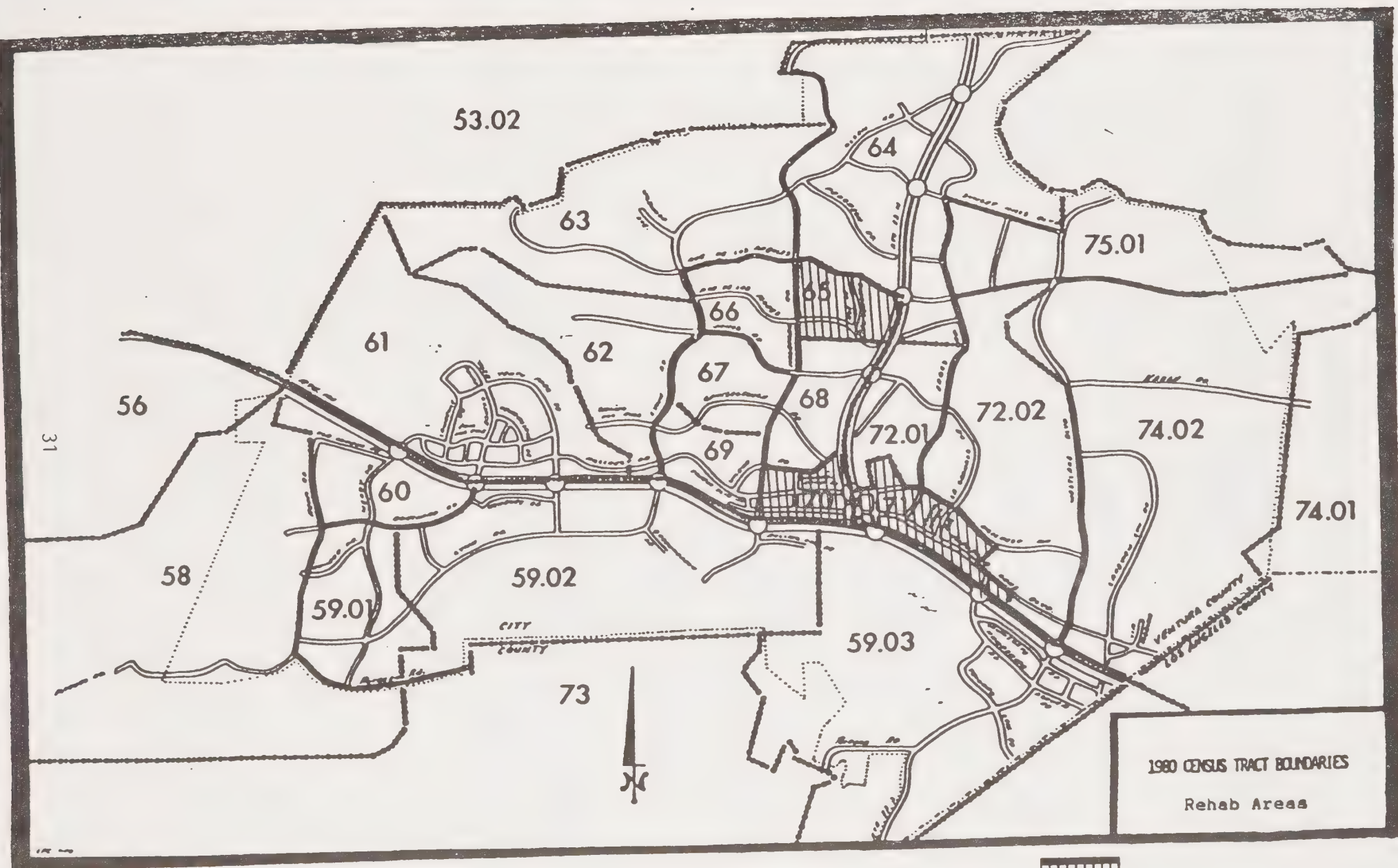
Approved Affordable Housing Projects
City of Thousand Oaks

FREITAS + FREITAS
Engineering and Planning Consultants
PO Box 1740
Santa Cruz CA 95061

B. REHABILITATION/CONSERVATION) NEEDS (1986-1991)

As discussed earlier in this document (see pages 19-20), a Housing Condition Survey was conducted in October, 1985 to evaluate the need for rehabilitation assistance in Thousand Oaks. The results of that survey indicate that there were a total of 335 units in the City that were more than 35 years of age. A windshield survey of exterior housing conditions indicated that approximately 298 units in the City are substandard, with 7-14 of those units really needing replacement (rather than rehabilitation). There were another 872 units that were classified as having "deferred maintenance," defects; 158 of those units were mobile homes, and another 171 were multi-family units all located in the Old Town area. The map on the following page illustrates the location of the three housing rehabilitation target areas.

Using the 1980 U.S. Census data regarding household tenures in units over 35 years of age, it is estimated that the majority of older, substandard units are occupied by renters (approximately 65% of the total) and the remainder are owner-occupied.



City of Thousand Oaks HOUSING REHABILITATION TARGET AREAS



VACANT LAND AVAILABLE FOR DEVELOPMENT

The City of Thousand Oaks has sufficient vacant land available to meet its anticipated housing needs during the time frame of this Housing Element (1986-1991). Data from the City Planning Department indicates that there is vacant land available to accommodate approximately 16,570 additional units in Thousand Oaks.

Illustration #20 VACANT LAND BY GENERAL PLAN DESIGNATIONS October, 1985

<u>GENERAL PLAN DESIGNATION</u>	<u>ADDITIONAL UNITS</u>
LOW DENSITY Single-Family Detached 0-4.5 units per acre	7,760 potential <u>1,825</u> units approved or under cons. 9,585 Single-Family Units
MEDIUM & HIGH DENSITY Multiple (Townhomes, Condos, Apartments) 4.5-30 units per acre	5,520 potential <u>1,465</u> units approved or under cons. 6,985 Multiple Units 16,570 TOTAL UNIT POTENTIAL

A review of all available evidence indicates that there do not appear to be any significant infrastructure capacity problems at this time. Services such as water and sewer are potentially available, but actual utilities are provided on a "pay as you go" basis with developers (owners) paying for the extension of services (highways, water and wastewater lines, road extensions) to vacant land as development occurs.

HOUSING CONSTRAINTS

In planning for the provision of housing, constraints to housing development must be recognized. Many of these constraints cannot be mitigated by local government, particularly those related to the condition of the national economy, but others can be addressed. Constraints to housing include governmental constraints and market constraints.

GOVERNMENTAL CONSTRAINTS

Governmental regulation, while intentionally regulating the quality of development in the community, can also, unintentionally, increase the cost of development and thus the cost of housing. These governmental constraints include land use controls, building codes and their enforcement, site improvements, fees, and other exactions required of developers, and local processing and permit procedures. Land use controls may limit the amount or density of development, thus increasing the cost per unit. Site improvements like traffic signals on adjacent streets or sewer improvements may increase an individual project's costs of development, and processing and permit requirements may delay construction, increasing financing and/or overhead costs of a development. The following describes governmental constraints which may affect the cost of housing in Thousand Oaks.

LAND USE CONTROLS

The City's General Plan and Zoning Ordinance provides for a range of housing types and densities. Densities vary from low and very low density with a range of 0-4.5 dwelling units per acre to medium and high density which allow from 4.5 units up to 30 units per acre.

The most significant land use constraint regarding housing development in Thousand Oaks is the City's "Residential Development Control System." Passed by the voters of Thousand Oaks as "Measure A," residential construction is limited to 500 dwelling units per year until 1990. Projects of less than five units and affordable housing projects are exempt from these requirements. The intent of Measure A is to "insure a balance of housing types and values in the City which will accommodate a variety of families, including families of moderate income and older families on limited, fixed incomes" (Section 9-10.01(d)).

Measure A was a response to the explosive growth experienced in the City over a prolonged period through the mid to late 1970's. It is interesting to note that the City has awarded allotments for a total of 3,723 units since 1980 and has exempted 1,332 units within affordable housing projects and 221 within projects of 1-4 units. Of the 5,276 total units, building permits for 2,339 units or 44% of the total amount have been issued as of April 1, 1986. A significant amount of the building permits have been used by affordable housing projects. Approximately 1,045 of the total 2,339 permits were for affordable projects.

A review of the data above indicates that, while Measure A does restrict growth to a certain amount of units per year, the City has been aggressive in allowing a substantial number of allocations per year and in also approving a substantial amount of affordable housing projects as well.

INFRASTRUCTURE CAPACITY

There are no significant issues concerning the capacity of the City's water and sewer systems. The major constraint to development regarding infrastructure lies, however, with the cost of extending lines in order to "hook up" with the City's system. The City has a "pay as you go" system in which land developers must pay the costs of utility line extensions and a pro rata share of the cost of expansion of system capacities necessitated by new development.

GOVERNMENTAL FEES

Land development within the City of Thousand Oaks is subject to direct fees imposed by the City itself, fees imposed by the City on behalf of another governmental agency, and/or fees imposed directly by another governmental agency within the City boundaries. These fees are imposed for the purpose of offsetting future capital expenditures to accommodate future development (over 90% of the dollar volume of fees) or for defraying the City's cost of reviewing a development proposal and providing required permits, plan checks, and inspections.

Public agencies which levy fees in Thousand Oaks, either directly or indirectly through the City include:

- City of Thousand Oaks (Special Funds, Water Utility, Wastewater Utility)
- Conejo Recreation and Park District
- Conejo Valley Unified School District
- Ventura County Fire Protection District
- County of Ventura, Sheriff's Department
- Triunfo County Sanitation District
- Ventura County Flood Control District
- Calleguas Water District

The gross amount of fees for capital improvements payable on behalf of a project vary significantly from one area of the community to another, primarily due to three factors, listed below:

1. Whether or not the project is located in the water service area of a public agency (the City itself) or a private company. Fees charged within the City water service area at the time of development are substantial (\$2,400 to \$3,000 Plant Investment Fee for a single family residence). Private water companies serving parts of Thousand Oaks do not levy a comparable "up-front" requirement for financing capital construction needed to serve new development. Monthly water rates are higher in areas served by

private water companies for this reason. In some cases, developments in the service areas of private companies are asked to provide capital facilities; this is not a fee but adds capital cost.

2. Whether or not the project is located in a geographic area with a special need. For example, a special fee on new development (\$1,800 for a single family unit) is charged in the Newbury Park area to provide for future road improvements which are not expected to be constructed by developers. Supplemental water storage improvements are needed to serve some specific areas. These water reservoir storage fees can vary from \$1,500 - \$10,000 per unit, dependent on the area in which the unit is located. Developer donation fees (school fees) vary throughout the City based on attendance projections at specific schools. Developments which do not impact schools pay no fee, while those which are located in heavily impacted attendance areas may pay the maximum fee (about \$1,000 for a single family unit).

3. Whether or not the project is located in the City of Thousand Oaks wastewater service area (about 80% of the Valley) or the Triunfo County Sanitation District service area. Wastewater connection fees are lower in the City's service area by nearly \$2,000 for a single-family unit.

The basis for fee collection varies. Within Thousand Oaks, fees charged by or on behalf of the governmental agencies listed earlier are based on the following factors:

- Flat fee for an application
- Percent of value of construction or improvements
- Per dwelling unit
- Per square foot of floor area (or bedroom)
- Per acre
- Per plumbing fixture unit
- Land value and density of development

Each type of capital improvement fee which is levied by the City or by another governmental agency serving this area is imposed in relationship to some estimate of future capital expenditures necessary for a specific facility or class of facilities, some estimate of how much future development will occur within the specific area to be served, and some proration of cost among different types and sizes of development related to their actual relative impact.

While fees do vary based on the factors cited above, some "average" examples of typical fees for single-family and multi-family development can be estimated. Listed as Illustration 21 is an average composite fee for both a 100 unit single-family tract and a 100 unit condominium project. These fees were estimated based on information collected by the City Planning Department in August, 1985.

Illustration #21 AVERAGE DEVELOPMENT FEES

<u>100-UNIT SINGLE FAMILY HOME TRACT</u>			
	Low	Typical	High
Area 1	\$923,101	\$994,001	\$1,025,401
Area 2	\$985,271	\$1,068,671	\$1,652,571
Area 3	\$738,801	\$999,701	\$1,043,601
Composite Average		\$1,020,791	
Per Unit		\$10,208	
Percent of Construction Cost			15%
Percent of Gross Development Value			7%

<u>100-UNIT CONDOMINIUM PROJECT</u>			
	Low	Typical	High
Area 1	\$648,210	\$681,310	\$798,510
Area 2	\$907,460	\$953,060	\$1,517,760
Area 3	\$663,878	\$886,978	\$911,678
Composite Average		\$840,449	
Per Unit		\$8,404	
Percent of Construction Cost			16%
Percent of Gross Development Value			8%

PROCESSING TIME

The residential development process proceeds through various stages, each of which requires some form of City approval. Normally, the first major step in the process (for property already zoned appropriately) is the filing of a tentative tract map (subdivision application) and/or development permit (residential or hillside planned development permit application).

Once a residential development project is approved by the City, the developer's next step would be to finalize his plans (at a greater level of detail) based upon the specific conditions of approval. Public improvement (streets, utilities, drainage, street lighting, etc.) plans and grading plans are prepared and submitted for plan check. These are reviewed for consistency with the exhibits and conditions approved for the project by the Planning Commission or City Council. If these plans are consistent and meet all other City criteria and standards, a grading permit is issued, and grading for the project can commence. For a subdivision, the final tract map cannot be recorded until the grading plan is approved.

The builder must also apply for building permits for the residential structures to be built. Building permits are issued only after the grading is complete and certified.

Processing time for typical residential projects ranges from 4-6 months for an affordable housing project without a zone change or EIR to 9-15 months for a market rate project requiring a zone change and an EIR.

The length of time is affected largely by the City's RDCS (Measure A) which allows market rate residential applications to be filed twice a year -- in April for projects requiring an EIR and October for those which do not. All subsequently approved projects are then reviewed for development allotments the following spring (generally May) and ranked.

BUILDING CODES

The Building Codes adopted by the City of Thousand Oaks are the Uniform Building Code, Uniform Plumbing Code, Uniform Mechanical Code, and National Electric Code modified on the basis of local conditions, i.e., the foundation requirements are modified to cope with expansive soil conditions prevalent in the City.

The City Department of Building and Safety is continually keeping abreast of new products and building techniques which can facilitate and thereby potentially reduce the cost of construction processes. To that end, City staff participates in a continuing educational training program and in the meetings of the Ventura County and Los Angeles Chapters of the International Conference of Building Officials whose members include representatives of Masonry and Drywall Industries, Contractors, Building Product Manufacturers, and Building Material Testing Agencies.

The City's Building Codes have been adopted in order to prevent unsafe or hazardous building conditions. As such, the City's codes are a reasonable and normal enforcement of City regulations and do not act as a constraint to the construction or rehabilitation of housing.

MARKET CONSTRAINTS

There are a number of costs involved in the development of housing. These include land and construction costs, site improvements (streets, sidewalks, etc.), sales and marketing, financing, and profit. Because these costs are so "market-sensitive," it is difficult for a local governmental body to reduce them in any way.

MARKET CONSTRAINTS

The following chart details the changes in the different costs of residential development between 1970 and 1980 in California. As the data illustrates, the costs of land and the cost of financing increased the most dramatically in that 10 year period.

Illustration #22 TOTAL DEVELOPMENT COST COMPONENTS
State of California
1970 - 1980

Cost Component	1970		1976		1978		Percent Change 1970-1978	1980 (approx)		% Change 1970-1980
	Cost	% Distrib.	Cost	% Distrib.	Cost	% Distrib.		Cost	% Distrib.	
Construction										
Labor	\$ 6,560	20.9%	\$11,020	18.6%	\$12,900	17.2%	96.6%	\$14,850	15.5%	4%
Materials	11,020	35.1	17,980	30.4	21,600	28.8	90.0	25,920	27.0	2
Improved Land	6,600	21.0	14,800	25.0	20,100	26.8	204.5	26,700	27.8	5
Interim Financing	2,040	6.5	5,000	8.5	7,200	9.6	252.9	11,530	12.0	2
Overhead & Profit	3,770	12.0	7,400	12.5	9,300	12.4	146.7	12,200	12.7	0
Other	1,410	4.5	2,900	4.0	3,800	5.1	169.5	4,800	5.0	4
TOTAL	\$31,400	100.0	\$59,100	100.0	\$74,500	100.0	138.5	\$96,000	100.0	7

Source: The Hidden Costs of Housing
Californians for Housing, 1983

In looking at data for the City of Thousand Oaks specifically, it is apparent that the single most important market constraint is the actual cost of housing, as illustrated above. As mentioned previously on page 21 of this report, a single-family detached unit in late 1985 was selling for an average cost of \$180,000, and the average condominium sold for \$117,000. The chart below indicates the amount of household income that is necessary to support a mortgage loan for either of these homes at different interest rate levels.

Illustration #23 TYPICAL PURCHASE COSTS AND
HOUSEHOLD INCOME REQUIREMENTS*

Interest Rate	Single-Family 180,000		Condominium 117,000	
	Monthly Payment	Annual Income	Monthly Payment	Annual Income
10%	\$1,264	\$56,548	\$ 821	\$36,760
12%	\$1,481	\$65,247	\$ 963	\$42,440
14%	\$1,706	\$74,240	\$1,109	\$48,280

*Costs were calculated using a 20% down payment, 30 year term loan. Annual Income was developed assuming that housing costs (mortgage principal, interest, and taxes) were approximately 30% of gross income.

The chart on the previous page illustrates the high monthly income required for households to afford the average housing unit (single-family or detached) in Thousand Oaks. The chart additionally demonstrates the tremendous leverage that interest rates have on the affordability of housing units.

An additional factor which needs to be considered is the effect that underwriting criteria can have on housing affordability. For example, the secondary mortgage market (Fannie Mae, Freddie Mac) has recently lowered their "debt to income" ratios from above 30% down to 28%. This policy change has the effect of reducing the number of households who can then qualify for mortgage assistance. Unfortunately, these types of policy decisions are made in the private sector and public agencies have little control and/or influence on them.

ENERGY CONSERVATION IN HOUSING

The State Housing Element Guidelines require an analysis of opportunities for energy conservation with respect to residential development.

With respect to housing, energy is consumed both during and after the construction phase, both on-site and off-site. Examples of off-site energy consumption would be increased demand at power generation facilities and increased petroleum consumption associated with vehicular traffic (to and from the site) both during and after construction. The primary form of energy to be consumed during the construction phase is petroleum energy used by earthmoving and construction equipment. The greatest amount of energy consumed, however, is after construction in the use of natural gas and electricity to heat, cool, light, and otherwise maintain the individual homes once they are built.

Many opportunities exist for energy conservation in housing design. Structural orientation, shape, exposure patterns, glazing (windows), thermal wall and roof characteristics, color, texture, and reflective and absorptive surfaces are just a few of the relevant considerations. Mechanical systems should be used to supplement these design considerations only when environmental conditions are severe enough to exceed the capacity of the designed envelope to handle them. In other words, air conditioning should not be used as a substitute for proper building design and construction.

Attached dwellings are more energy efficient per unit than are an equivalent number of single family detached units, due to the decreased wall and surface area being exposed to heat loss during the winter and heat absorption during the summer. Besides dwelling unit type, some energy-reducing measures are possible through better unit design and more environmentally sound project orientation. Such measures could also include:

- A. The use of solar water heating.
- B. Insulation throughout, including insulated glass and insulated hot water lines.

- C. Design and orientation of the structures. In Southern California, heavy sun radiation loads will act most decisively on the roof and on east and west exposures during the summer. Eastern and western walls are exposed to the sun for longer periods and with greater intensity than a south wall, which intercepts solar rays at less direct angles. South exposures permit more significant heat gains during the winter (low sun) and less during the summer (high sun). Openings in the east and west walls are subject to direct radiation loads year-round. Thus, buildings in Southern California are generally best developed with the long axis of the structure and major window openings facing south and reduced east/west exposure.
- D. Where ideal orientation of the structure is not feasible, the use of overhangs, movable external shading on windows (to deflect sunlight or allow it to enter), and heat-reflective glass, particularly on east and west exposures, can moderate seasonal increases in temperature. It should be noted that: (1) reflective and/or heat absorbing glass is unnecessary on north to northwest facing windows; (2) clear glass is best for south facing windows.
- E. The use of appropriate and well-placed landscaping and reduced paving areas to moderate temperature; for example, deciduous trees located on the south and west provide shade during the summer, yet allow light and heat to enter during the winter months.
- F. The encouragement of alternative transportation use in project design, walking and bicycle riding, for example. Mid-block bicycle and pedestrian easements would be a design possibility.

All of the above items suggest methods by which the City can promote energy conservation in residential developments and should institute procedures to do so. The City is already conditioning new residential projects to include some of these measures, principally items "C" and "D".

THOUSAND OAKS' PAST AND PRESENT HOUSING EFFORTS

In recent years the City of Thousand Oaks has allocated a substantial amount of staff time and financial resources towards increasing the supply and variety of housing in the community. In particular, the City has actively supported the provision of new housing units through mortgage revenue bond programs, fee assistance and exemptions, direct financial assistance, and exemptions from the City's Residential Development Control System. Conservation of the existing housing stock is also a concern to the City. In order to encourage the maintenance of existing housing, the City's Redevelopment Agency has authorized the establishment of a Housing Rehabilitation Program and expects to have the program operational by mid-1986. In addition to these activities, the City has also regularly allocated portions of its "Community Development Block Grant" funds for housing programs and projects. All of these activities demonstrate the City's level of commitment and concern regarding the provision of an adequate supply of housing opportunities in Thousand Oaks.

Listed below is a more detailed description of the type of activities that the City has undertaken in order to increase housing opportunities. These activities are organized into three categories: specifically, Redevelopment Agency Programs, Modifications to City Procedures, and Community Development Block Grant Programs. Also included at the end of this section is a description of the various agencies and organizations that are involved in housing activities in the Thousand Oaks area.

1. REDEVELOPMENT AGENCY PROGRAMS

The City's Redevelopment Agency is in the forefront of the effort to provide additional housing opportunities in Thousand Oaks. In specific, the Agency's Board of Directors has identified three priorities for Agency funding and programs. These three priority areas are:

- develop new rental housing,
- establish a housing rehabilitation program, and
- encourage/provide sites for manufactured housing

It is expected that the Agency could have as much as \$55 million over the next 30 years available to provide additional housing opportunities for low and moderate income households. These dollars represent the 20% "set-aside" for housing that is required for every dollar received in tax increment funds. As of January, 1986, the Agency had committed over \$6 million directly to housing projects and/or programs. Following is a brief summary of the type of projects that have been assisted with Redevelopment Agency funding.

A. New Construction

In order to provide additional housing opportunities for low and moderate income households, the City of Thousand Oaks Redevelopment Agency has arranged mortgage financing for approximately 1,182 units of newly constructed housing in six different housing developments. (A map detailing the location of these six developments is located on page 29 of this report.)

Through the issuance of mortgage revenue bonds in January and November, 1984 and, in some instances, utilizing County and State bond financing, the Agency is able to provide mortgage rate financing as low as 7-1/2% for a graduated payment mortgage and 9.95% at a fixed rate with 5% down payment and only 1% origination cost. This rate is considerably lower than the interest rate charged by private financial institutions and, as such, provides a greater "window" in which lower-income households can qualify for home mortgage loans. As of June, 1985 the maximum gross income that would qualify a low-income household for a two-bedroom unit was \$26,830 and the maximum income for a moderate-income household was \$40,230 for the same size unit. Agency requirements encourage the purchase of these units by local residents, locally-employed persons, first-time homebuyers, or the elderly by requiring that these households be given the first opportunity to purchase units.

In addition to providing mortgage financing, the Agency also has set aside a portion of Redevelopment Agency funds to assist lower-income homebuyers with purchase requirements and monthly payments. Approximately \$559,500 is available to purchasers in two of the housing developments (Casa de Oaks and Monterey Woods) to be used to defer a portion of the sale price (up to a maximum of \$2,700 per unit) and is secured as a second trust deed that is deferred for a period of time. An additional \$960,000 is available to low and moderate-income households who purchase a unit in either the Camelot or the Hidden Canyon developments. These funds are used to assist with monthly mortgage payments during the first six years of occupancy and are then repaid in later years. These funds are made available through the City's "Buyer Assistance Program" and are provided specifically to assist more households in being able to qualify for homeownership units. This program is so effectived that the developer of the Hidden Canyon development is providing \$300,000 to supplement the Agency's funds for monthly mortgage payment assistance. In total then, the Agency has directly allocated over \$1,519,500 in funds to assist low and moderate income households to, first, purchase a unit and, secondly, "afford" the initial monthly mortgage payments.

Redevelopment Agency funds have also been used to assist in land purchase costs and related expenses for the 180-unit Camelot development and the 29-unit project on Skyline Drive to be built by "Many Mansions," a local non-profit organization. The Agency provided approximately \$2 million to assist in land purchase costs for the Camelot development and another \$30,000 for fees and related expenses. The Skyline Drive apartment project has also been directly assisted with Agency funds. Approximately \$1.8 million has been committed to assist in financing this much-needed lower-income rental development.

B. City Housing Rehabilitation Program

Although the housing stock in Thousand Oaks is relatively new (99% of all housing units were built after 1950), there are a certain proportion of units that have deteriorated due to age or lack of maintenance. In 1985 the City Redevelopment Agency engaged the consulting firm of Freitas + Freitas, Engineering and Planning Consultants, to determine the extent of need for a rehabilitation program in Thousand Oaks and to then develop procedures and policies for such a program. As a result of that study, three areas of the

City were identified as being in need of rehabilitation assistance; those areas are Country Homes, Greenwich Village, and Old Town. A minimum number of 298 units were found to be substandard, and another 872 units were found to have some "deferred maintenance" items.

The Redevelopment Agency has preliminarily allocated \$200,000 for the Housing Rehabilitation Program, and actual program implementation is expected to be underway by mid-1986. The Housing Rehabilitation Program is designed to assist low and moderate-income households, living in both owner and renter-occupied units. Financial assistance as well as construction supervision assistance will be provided to property owners in order to help them with the repair and maintenance of their housing units. The rehabilitation effort is viewed as a necessary component in maintaining and conserving the City's valuable resource of existing housing units.

C. Manufactured Housing Sites

The provision of more lower-cost housing units is often more possible through mobile homes and/or manufactured housing sites, although current land costs commonly render mobile home developments unfeasible. Towards this end, the Agency has designated manufactured housing opportunities as a priority objective. In turn, the City has conceptually allocated up to \$438,000 in housing assistance funds to assist either the development of a manufactured housing subdivision or to assist owners of such homes to purchase their pads.

2. MODIFICATIONS TO CITY PROCEDURES

In order to encourage new affordable housing developments, the City of Thousand Oaks has modified several City procedures and requirements. One of the more significant actions that the City has taken is to exempt affordable housing projects from the "Residential Development Control System," a process which limits the number of building permits that can be allocated to 500 per year. A total of 1,330 units in affordable housing projects have been exempted from the RDCS during the period from 1980-1985.

Regarding fees, the City has established a fee assistance program. Under this program developers of low and moderate income housing units can request that payment of capital improvement fees be deferred until "Certificates of Occupancy" are issued. Fees are normally required to be paid much earlier in the development process. Since capital improvement fees can account for up to 95% of all required fees, this deferral of payment can make a significant reduction in up-front cash requirements for the overall development and saves considerable financing costs for the project. In addition to assistance with deferral of fees, the City Council has also adopted a fee exemption process for lower-income housing developments. Housing developments designed for lower-income elderly are exempt from sewer and water connection and inspection fees. These projects are also exempt from paying "bedroom taxes" (for open space and park land) as are housing developments and mobile homes used exclusively by the handicapped or persons of low and moderate income.

3. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

Thousand Oaks receives a direct allocation of "Community Development Block Grant" (CDBG) funds from the U.S. Department of Housing and Urban Development. These funds are primarily targeted to assist lower income persons in the areas of housing assistance, provision of infrastructure, economic development, and other support services. Depending on their own individual needs and resources, communities can allocate their CDBG funding allotments to those programs or services with the greatest need in the community.

In past years the City of Thousand Oaks has allocated CDBG funds both to private development projects and public or private, non-profit agencies to further develop the provision of adequate and affordable housing. Following is a summary of the CDBG funding allocations made in recent years.

A. Administrative Funding to Public and Private Non-Profit Agencies

Thousand Oaks has used CDBG funds to assist in the continuation of much-needed housing services in the City. CDBG funds are used to pay administrative costs for two non-profit agencies (Many Mansions and Scrub Oaks) and one public agency (the "Housing Counseling Program" offered by the Ventura County Area Housing Authority). All three of these agencies provide direct assistance to lower-income households seeking affordable housing. Many Mansions provides rental subsidy assistance to lower-income households (often in conjunction with the Section 8 Existing program) while the Scrub Oaks program assists households in the ownership and self-help repair of housing units. The "Housing Counseling Program" provided through the Area Housing Authority provides fair housing information and counseling services. The City's allocation of CDBG funds to support administrative costs for these agencies has been an integral and necessary component in insuring that these services continue to provide housing assistance to Thousand Oaks households.

B. Direct Assistance to Housing Projects and Programs

In addition to helping defray administrative costs, Thousand Oaks has allocated CDBG funds directly to housing projects and programs. Three housing developments in particular have been assisted with CDBG monies. Approximately \$410,000 of CDBG funds were allocated to assist in land purchase costs for the Camelot development, and another \$420,000 was used for land acquisition for the Los Feliz public housing development. Further, the City is making a substantial commitment of CDBG funds in order to enable the Skyline Drive project to be built. This 29-unit rental project is designed totally to assist low-income households and will be managed by Many Mansions. It is estimated that nearly \$1.8 million dollars in public funding (primarily CDBG and Redevelopment Agency funds) will be allocated to the project for construction loans and permanent financing. All rental income (less operating costs) will return to the City in the form of loan repayments. This critical injection of public funds is necessary in order to make this low-income rental project feasible. Without the City's participation and interest in the project, it would be impossible for a non-profit organization such as Many Mansions to undertake project development.

The activities described above demonstrate Thousand Oaks' desire, drive, and commitment to provide a range of different types of housing opportunities to low and moderate-income households. The City has assisted with all types of housing developments, including homeownership opportunities, provision of rental units, new construction and development, and rehabilitation of existing units. The City of Thousand Oaks intends to continue its successful level of assistance in future years in order to insure that even more housing opportunities are available to low and moderate income households in Thousand Oaks.

4. AGENCIES/ORGANIZATIONS INVOLVED IN PROVIDING HOUSING OPPORTUNITIES IN THOUSAND OAKS

The City of Thousand Oaks is fortunate to have several different non-profit organizations involved in providing more affordable housing options. It is extremely difficult for private agencies to develop affordable housing on their own just as it is also problematic for public agencies to design financially and politically feasible housing projects. Therefore, successful affordable housing programs require a joint public/private partnership effort. Because Thousand Oaks has several active and effective private housing organizations, it is important to describe and acknowledge the valuable role they play in the Conejo Valley community. Following is a description of the four most active organizations currently involved in housing programs in Thousand Oaks.

A. Area Housing Authority, County of Ventura

The Area Housing Authority is the City's Housing Authority and, as such, operates a field office in Thousand Oaks in the Human Services Center at the Janss Mall. The authority is a Joint Powers Agency which serves the Housing Authority for the cities of Thousand Oaks, Camarillo, Simi Valley, Ojai, Fillmore, and the unincorporated areas of Ventura County. Thousand Oaks was one of the founding member jurisdictions when the authority was established in 1971.

The Section 8 (Existing) rental subsidy program is managed by the Area Housing Authority for Thousand Oaks. This program provides financial assistance to low-income households so that they can rent privately-owned rental units. Depending on the household's income and the unit market rent, the Section 8 program provides a rental subsidy for a proportion of the rental costs in order to make the rental units affordable for the household. Approximately 201 Thousand Oaks households were receiving Section 8 assistance as of September, 1985; over half of those were family households, and the remainder were elderly and handicapped. Unfortunately, the high housing costs in Thousand Oaks precludes the Authority from utilizing all of the Section 8 certificates available to Thousand Oaks' households. It should be noted, however, that the Fair Market Rents utilized by the Area Housing Authority for the Section 8 program have recently been increased by an average of 10.5% for Ventura County. This will make the programs more effective by allowing more existing rental units to qualify for this rental subsidy program and, in turn, allow the City to utilize more of the Section 8 certificates available to it.

The Area Housing Authority also manages the 66-unit Florence Janss elderly housing development off Brazil Street as well as the 49-unit family rental project off Los Feliz Drive. Further, the Area Housing Authority is under contract with the City of Thousand Oaks to provide housing counseling and information services.

B. Conejo Future Foundation

The Conejo Future Foundation is a private, non-profit educational organization whose primary interest is the Conejo Valley area. The Foundation was instrumental in the development of the 90-unit elderly housing project located adjacent to the Florence Janss units. Further, the Foundation studies and evaluates issues of concern in the Conejo Valley area. In recent years housing has been an issue of concern and, at the present time, the Foundation is undertaking a study of affordable housing in the Conejo Valley area, including Thousand Oaks.

C. Many Mansions

Many Mansions is a non-profit organization that administers a unique and very necessary housing service. Many Mansions operates a rental subsidy program that assists lower-income households with their rent payments. The rental subsidy program and housing counselling service is usually offered in conjunction with the Section 8 (Existing) program and the average subsidy is approximately \$50 per month. The program is called "Adopt-A-Family" and depends on contributions from Thousand Oaks households and organizations. Approximately 40 households are currently being assisted through the program and another 80 households are on the waiting list.

In addition to the rental subsidy program, Many Mansions is also the sponsor/developer of the 29-unit rental housing development proposed for the Skyline Drive area. In cooperation with the City of Thousand Oaks, Many Mansions will operate and manage the low-income rental units after project completion.

D. Scrub Oaks

Scrub Oaks is also a private, non-profit organization involved in housing. Scrub Oaks assists lower-income households in the purchase and rehabilitation of housing units. In order to keep costs as low as possible, most of the rehabilitation work is "self-help," sweat equity with direction and assistance provided by the Scrub Oaks membership. To date, four homes have been rehabilitated and occupied by low-income households with two homes scheduled to be completed and occupied in 1986.

5. ARTICLE 34 - REFERENDUM AUTHORITY

On November 6, 1979 an Article 34 authority was passed by 60 percent of the City's electorate. This will allow the construction of low cost housing units up to two percent of the City's housing stock. Under Article 34 of the California State Constitution, not all types of low rent housing projects require this referendum authority. Article 34 will allow the construction of housing directly involving a public agency (e.g., ownership by the Area Housing Authority), or housing built under the California Housing Finance

Agency funding programs. Subsidized housing funded by the Federal or local governments, and constructed, developed, and owned by private entities does not require Article 34 authority.

6. SECTION 236 - HOUSING

This is an older Federally assisted housing program. In the City, the program dates from 1974 and consists of two complexes totaling 59 units: 16 units at the Mountclef Apartments and 43 units at the Los Arboles Apartments.

GOALS AND POLICIES

GOALS AND POLICIES

The previous sections of this document have identified the existing housing needs in Thousand Oaks as well as market and governmental constraints which can affect the provision of housing. In addition, information has been included regarding the past and present housing achievements in Thousand Oaks.

The sections that now follow reflect and respond to the information previously described. From the information presented, it appears that the most critical housing needs in Thousand Oaks include the following:

- Affordability of Housing
- Adequate Supply and Variety of Housing Types
- Maintenance of the Existing Housing Stock
- Housing Suitable for Special Need Households

Goals, policies, and programs specifically designed to address these housing needs are described in the following sections of this document. The section that immediately follows includes five specific goals and a summary of policy statements designed to address those goals. Following this section is the "Programs" section which includes a complete list of housing programs developed to respond to the goals and policies previously noted. The "Programs" section includes a summary description of each program as well as specific objectives to be achieved, time frames, funding sources, and responsible parties. The housing programs as described are designed to address a reasonable share of Thousand Oaks' housing needs during the time frame of this Housing Element, specifically from 1986 to 1991.

PRINCIPLES UNDERLYING THE GOALS AND POLICIES THAT FOLLOW

1. It is important to recognize the common responsibilities and partnership potential of both the public and private sectors in contributing both separately and jointly to the housing needs of the community. Public policies, actions, incentives, and private investment and housing market forces can be positively directed to providing a full range of housing in the community.
2. It is important to focus energy and resources on what can be done most effectively now in meeting housing needs; activities which are beyond existing capability could be programmed for later commitment.
3. It is essential to conserve the City's existing housing stock through a high degree of responsibility on the part of individual owners for maintaining the condition of existing housing. This existing inventory of housing should also be explored as a resource for affordable housing.
4. The major thrust of investment of public funds in addressing housing needs should be targeted specifically to those households having an annual income of less than 80% of the median family income.
5. It is important to recognize the City's Residential Development Control System as a fundamental framework within which the Housing Element goals and programs can be applied. The City Council has the opportunity to determine both appropriate housing types and locations within the constraints of annual housing allocations to meet specifically identified needs.

Goal #1:

PRESERVING HOUSING AND NEIGHBORHOODS

Housing preservation and conservation are considered a high priority by the State in maintaining the existing supply of housing. A 1985 survey of the City's housing stock indicated that there were a minimum of 298 units in the City that were substandard and in need of rehabilitation assistance.

Goal

To maintain the existing housing stock of the City by reducing housing deterioration through programs aimed at conservation and rehabilitation.

Policies

To maintain the existing housing and neighborhoods, the City shall:

- Encourage the maintenance and repair of the City's existing owner-occupied and rental housing supply to prevent deterioration of housing in the City.
- Encourage the rehabilitation of substandard and deteriorating units.
- Encourage the removal and replacement of substandard units which cannot be rehabilitated.
- Assure conservation of the City's stock of rental accommodation in order to maintain an appropriate vacancy rate for housing opportunity.
- Assure rehabilitation of and continued private investment in existing residential neighborhoods that display signs of urban blight by comprehensive public/private sector programs to direct selective public investment in housing and infrastructure and the application of special land use standards.

Objectives

- Establish incentives to maintain the existing housing stock in good condition, preserving affordability.
- Establish a housing conservation and rehabilitation program that will provide assistance to property owners of deteriorating units in the City.
- Establish a model neighborhood improvement program in the "Royal Oaks" area of Old Town in order to evaluate the feasibility of implementing a similar program in other areas of need.

Goal #2:

PRESERVING AND ENCOURAGING AFFORDABILITY

Where City actions are aimed at conserving or expanding the supply of sound housing, the effect of such actions on the cost of housing must be considered.

Goal

The maintenance of affordable housing units within the City's housing stock as the supply of housing units increases through new construction or rehabilitation.

Policies

In order to preserve affordability, the City shall:

- Insure that assisted and lower priced housing remains affordable to the income groups for which it was intended or which presently occupy it.
- Encourage the continued affordability of units which are constructed or rehabilitated with State, Federal, or other public funds.
- Assure conservation of the City's inventory of rental accommodation in order to maintain an appropriate supply of affordable housing.

Objectives

- Since rehabilitated units could command higher rents/prices, the City will pursue methods by which it can monitor or control the prices or rents of designated lower priced housing.
- Continued implementation of the City's Condominium Conversion Ordinance, in conjunction with subdivision control, will prevent the City's supply of rental apartment housing from being diminished.
- Encourage and assist in the provision of affordable housing units for low-income households.

Goal #3:

ADEQUATE SITES

The physical ability of the City to address housing need is based, in part, upon the availability of adequate sites for housing. Sites are adequate only if they can provide suitable locations which can collectively accommodate a range of housing (type, size, and price) responsive to the needs of all economic segments of the community.

Goal

The continued development of a balanced residential environment with access to employment opportunities, community facilities, and adequate services.

Policies

To assure the adequate provision of sites for housing, the City shall:

- Encourage the development of new housing, particularly low and moderate income housing, in proximity to core public services, transportation routes and other existing community facilities.
- Promote a housing stock that varies sufficiently in cost and type, and is situated in a variety of locations to most adequately meet the economic, social, and mobility needs of all residents.
- Plan for residential land uses which could accommodate anticipated growth from new employment opportunities.
- To the extent possible, provide for the residential needs of existing and future employees and their households in Thousand Oaks.
- Insure that sufficient vacant land be designated and zoned, with appropriate standards and at varying densities, for residential use in relation to zoning for non-residential use.
- Insure that areas be set aside for the provision of lower cost, assisted housing within any future Specific Plans approved by the City.

Objectives

- The City will continue to maintain an inventory of locations and suitable sites for non-market rate housing.

Goal #4:

ACCESSIBILITY AND FAIR HOUSING

Goal

To provide housing opportunities within the City for all households regardless of race, color, religion, sex, marital status, age, physical or developmental disability.

Policies

To provide equal opportunity for housing in the community, the City shall:

- Continue affirmative action efforts to provide equal opportunity and fair housing practices within the City.
- Promote housing which meets the special needs of the young, the elderly, the handicapped, single parent households with children, and homeless households.
- Provide safeguards against future discrimination in housing and insure accessibility of housing to all.
- Promote greater awareness of tenant and landlord rights by promoting counseling services.
- Promote activities and programs that meet the special needs of the homeless households by cooperation with other agencies and organizations with specialized expertise in this area of need.

Goal #5:

ADEQUATE PROVISION OF HOUSING

Goal

To make a good faith, diligent effort to provide opportunities for and to facilitate the maintenance, improvement, and development of a variety and choice of housing consistent with the City's identified local needs and its fair share responsibility.

Policies

- Provide opportunities for new construction methods and technological advances in housing to increase the supply and reduce the cost of housing for all segments of the population.
- Explore and implement existing financing methods and encourage the development of innovative financial techniques to reduce housing cost.
- Promote the availability of sufficient rental housing, consistent with the City's General Plan, in order to afford maximum choice of housing type for all economic segments of the community.
- Address the City's "Fair Share" obligation to provide local housing opportunities for all economic strata within the housing market region.

Objectives

- Support, through policies and programs, non-profit and community organizations in the City which are working to provide housing opportunities for lower income households.
- The major investment of public funds in addressing housing needs should be directed specifically to the needs of low and moderate income households, particularly those who live or are employed within the City.
- In conjunction with the provision of new low cost housing units, the City will utilize its existing housing inventory as a resource of affordable housing.

HOUSING PROGRAMS

Following is a list of the various housing programs designed to address the needs and goals identified previously. While a specific housing program may (and usually does) address more than one goal, for organizational purposes the housing programs are listed according to the particular goal to which it is most pertinent.

Each program is described and then information is provided regarding:

Time Frame or When Will the Program be Implemented?

Responsible Party or Who's Responsible for the Program?

Objectives or How Many Housing Units or Households Will be Assisted?

Funding or Where is the Money Coming From?

Following the program descriptions there is a Program Summary Matrix on page 64 which lists all of the housing programs and the particular housing need and housing goals that each program addresses.

GOAL #1: PRESERVING HOUSING AND NEIGHBORHOODS

PROGRAM 1 - The City will implement a housing rehabilitation program to assist property owners in the repair and maintenance of their housing units. Low and moderate income households will be the prime beneficiaries of the program and both owner and renter-occupied units will be eligible for assistance.

Target Date: Fall, 1986

Objective: 75-125 units, 1986-1991

Responsible Party: Redevelopment Agency

Funding: Redevelopment Agency Housing Set-Aside

PROGRAM 2 - The City will continue to implement the Resale Inspection Program as a method to encourage maintenance of the existing housing stock.

Target Date: Ongoing

Objective: 1800-2000 units inspected annually

Responsible Party: Building & Public Safety Department

Funding: Fee-Supported Funds

PROGRAM 3 - The City will continue to support self-help or "sweat equity" type programs such as offered by Scrub Oaks to conserve and maintain the housing stock.

Target Date: Ongoing

Objective: 5 units, 1986-1991

Responsible Party: Scrub Oaks or Similar Type Organization

Funding: Private Funding

PROGRAM 4 - The City will continue to implement the Condominium Conversion Ordinance adopted in 1979. This ordinance will be continued as long as there is a need in the City to preserve the City's rental apartment stock and prevent displacement of tenants.

Target Date: Ongoing

Responsible Party: City Council

GOAL #2: PRESERVING & ENCOURAGING AFFORDABILITY

PROGRAM 5 - The City will continue to provide financial and technical assistance to encourage the creation of additional housing units, especially units affordable to low-income households. Examples of methods used in the past by the City include mortgage revenue bonds, purchase buydowns, mortgage payment assistance, land writedowns and construction loans, permanent financing, and exemptions.

Target Date: Ongoing

Objective: 150-300 low income units produced 1986-1991;
50-100 moderate income units produced 1986-1991

Responsible Party: Redevelopment Agency; City Council

Funding: Redevelopment Agency Housing Set-Aside
Community Development Block Grants
Revenue Bond Authority

PROGRAM 6 - The City will evaluate programs to provide opportunities to lower and moderate income households residing in the City to qualify for purchase of existing moderately priced housing and lease of existing rental units. Such programs would insure that such households do not allocate more than 33% of their income for housing costs. Assistance may take the form of mortgage interest rate buy downs and rental assistance.

Target Date: 1988

Responsible Party: Redevelopment Agency, Many Mansions,
Area Housing Authority

PROGRAM 7 - When implemented, the City's Housing Rehabilitation Program will insure that housing units will remain affordable after rehabilitation is completed. Of special consideration will be the after-rehab affordability to low-income renters.

Target Date: Fall, 1986

Objective: 75-125 households, 1986-1991

Responsible Party: Redevelopment Agency

Funding: Housing Set-Aside
Section 8 Certificate/Vouchers for Rental Subsidies
Many Mansions Rental Subsidies

PROGRAM 8 - The City will continue to encourage and support the provision of Section 8 Rental Subsidies, Many Mansions Rental Subsidies, and any comparable type of public or private subsidy program designed to assist rental households.

Target Date: Ongoing

Objective: 200-250 rental subsidies/annually

Responsible Party: Ventura County Area Housing Authority
Many Mansions
Redevelopment Agency

PROGRAM 9 - The City will continue to support long-term affordability of housing units by encouraging owner-occupancy for City-assisted for-sale housing developments through deed restrictions, assumption penalties, and other appropriate mechanisms.

Target Date: Ongoing

Responsible Party: Redevelopment Agency

GOAL #3: ADEQUATE SITES

PROGRAM 10 - The City will continue to maintain an inventory of sites suitable for assisted housing. The inventory contains both public and private lands that are considered appropriate for assisted housing development.

Target Date: Ongoing

Responsible Party: Department of Planning & Community Development

PROGRAM 11 - The City will continue to implement the "Residential Planned Development" (RPD) Ordinance. This ordinance, in effect since 1970, encourages a diversity of dwelling unit types, sites, and a range of rents or sales price.

Target Date: Ongoing

Responsible Party: Planning Commission and City Council

PROGRAM 12 - The City will continue to encourage the development of job-producing industries and businesses in Thousand Oaks and the concurrent production of housing units to match new jobs produced.

Target Date: Ongoing

Responsible Party: City Council

GOAL #4: ACCESSIBILITY AND FAIR HOUSING

PROGRAM 13 - The City will continue to provide fair housing counseling and information through the Area Housing Authority (or comparable organization).

Target Date: Ongoing

Responsible Party: City Council; Area Housing Authority

Funding: Community Development Block Grant

PROGRAM 14 - The City will support efforts by local organizations and non-profit groups to provide assistance to special needs households; in particular, single-parent households, handicapped, homeless, and developmentally disabled.

Target Date: Ongoing

Responsible Party: City Council

PROGRAM 15 - The City will continue to be a member of the Ventura County Housing Resources Board (or comparable agency) in order to encourage voluntary affirmative marketing agreements and fair housing practices in the County.

Target Date: Ongoing

Responsible Party: City Council

PROGRAM 16 - The City will continue to monitor the needs of the homeless in Thousand Oaks and determine the adequacy of local resources to meet such needs. Specifically, the City will coordinate with Many Mansions and other organizations with relevant programs addressing the needs of the homeless. The City will also cooperate with the Ventura County United Way Homeless Task Force Implementation Committee on the implementation of adopted actions and programs to provide additional resources as needed. The City has already allocated over \$500,000 to construct a Human Services Center to centrally house many community and governmental organizations addressing social needs, including those of the homeless.

Additionally, the City has already provided \$10,000 to United Way for the Countywide Homeless Revolving Loan Fund which provides loans to the homeless for deposits on rental housing. The program is administered by the Ventura County Commission on Human Concern and Catholic Social Services.

Target Date: Ongoing

Responsible Party: Conejo Community Conscience,
Ventura County United Way,
Many Mansions Inc.,
County Commission on Human Concern,
Catholic Social Services

GOAL #5: ADEQUATE PROVISION OF HOUSING

PROGRAM 17 - The City will continue to provide assistance, which may include financial support, to non-profit or private agencies, that provide housing assistance to low-income households. Dependent on the extent of need, financial assistance can be provided for administrative services and/or direct program services. Examples of the type of services that have been and could continue to be offered include rental subsidies and new housing construction.

Target Date: Ongoing

Objective: 40-50 low-income households assisted with rental subsidies yearly

Responsible Agency: City Council; Many Mansions; Redevelopment Agency

Funding: Community Development Block Grant
Redevelopment Agency Housing Set-Aside

PROGRAM 18 - The City will continue to provide financial incentives to encourage private development of housing for low and moderate income persons, especially low-income rental housing. Examples of incentives which could be utilized include:

- A. Land banking for future affordable housing developments.
- B. Use funds to "leverage" additional private money to provide mortgage funds for property purchase, or for an equity sharing plan.
- C. Leverage of private funds to provide assisted housing development financing.
- D. Pay on-site and off-site improvement costs for appropriate assisted housing projects.
- E. Long-term land leases.
- F. Payment of waived City development fees to appropriate service agencies.
- G. Purchase of real property in concert with the Redevelopment Agency land purchase program.
- H. Loans and second trust deeds to assist in development and purchase of affordable units. The City should require monies to be repaid if housing reverts to a non-affordable category.
- I. Provide single family mortgage revenue bonds under State program SB99/AB1355 to approved low/moderate income projects in order to lower financing costs and enhance ability to qualify for mortgages. Utilize CHFA financing as appropriate.

- J. Utilize multi-family bonds under State program AB665 and CHFA financing to provide Below Market Rate construction/long-term financing for new low/moderate rental housing.
- K. Housing Assistance Program for Seniors (HAPS): Utility assistance payments for low-income seniors.
- L. Cooperative Housing: Limited equity co-ops including purchase/ownership of mobile home parks.

Target Date: Ongoing

Responsible Party: City Council

PROGRAM 19 - The City will continue to utilize all State and Federal funding sources, such as:

- A. State Mobile Home Park Purchase Program
- B. State Rental Housing Construction Program
- C. State Development Loan Funds
- D. Federal Housing Development Action Grants (HODAG)
- E. Federal Housing Subsidy Programs (Section 8, Section 202)

Target Date: Ongoing

Responsible Party: City Council

PROGRAM 20 - The City will continue to utilize the authority provided by Article 34 to provide low-income housing units as appropriate. As approved in 1979 by the City's electorate, the City c permit up to 2% of the City's housing stock (661 units as of January, 1985) to be low-income housing units that are develop and/or owned by public agencies (e.g. Area Housing Authority).

Target Date: Ongoing

Responsible Party: City Council; Area Housing Authority

PROGRAM 21 - The City will continue to insure that the implementation of the RDCS: (1) generates a level of development activity sufficient to meet a reasonable share of the City's fair share of regional growth; and (2) does not hinder or prevent the construction of units affordable to low and moderate-income households.

Objectives: Allocations approval available for 500 new units yearly from 1986-1991.

Target Date: 1986-1991

Responsible Party: City Council

PROGRAM 22 - The City will continue to implement existing City ordinances which encourage a variety of housing type and prices in existing

neighborhoods, which includes the "Secondary Unit" ordinance recently adopted which allows secondary units on residential lots in both single-family and multi-family areas and the "Mobile Home" ordinance which allows the placement of mobile homes (pursuant to certain design criteria) in single-family neighborhoods.

Target Date: Ongoing

Responsible Party: Department of Planning & Community Development

PROGRAM 23 - The City will continue to provide non-financial assistance in order to reduce development costs and facilitate lower-income housing through the Affordable Housing Committee (which evaluates proposals for low/moderate income housing developments and also "fine tunes" proposals to insure the lowest potential sales prices/rents), fast-tracking and simultaneous permit processing and creative zoning (mixed use and RPD zones).

Target Date: Ongoing

Responsible Party: Department of Planning & Community Development

PROGRAM 24 - The City will continue to consider waiver/modifications of development standards and reductions of code requirements in order to reduce development costs for low/moderate income housing projects. Examples of standards that have been utilized and/or could be considered for future projects include:

- Street widths
- Car parking requirements - including number of compact spaces
- Single car garages, carports
- Minimum size lots
- Zero lot line developments
- Recreation/open space requirements
- Smaller starter homes
- CC&R's not restricting use of appropriate cost saving features in a new development
- Provision of specialized housing (congregate care, 2 master bedroom suites, etc.)
- Density bonuses in accordance with State laws
- Additional units on single family lots per adopted second unit policy
- The Royal Oaks area (part of Old Town) Model Neighborhood Improvement Program

Target Date: Ongoing

Responsible Party: Dept. of Planning and Community Development

PROGRAM 25 - The City will continue to implement a Preferential Sales/Rental Program to insure that housing units are sold/leased to eligible low and moderate income households. The program restricts sales/leases of designated units, within the first 120 days

(from a prescribed date) to only low and moderate income households who are residents or employed within the City's Planning Area. Within the second 60 day period of this 120 day period, sales/leases are allowed to non-resident seniors and first-time buyers. Additionally, the City imposes maximum gross household incomes for qualification to purchase or lease, strictly controls the maximum sales prices/rents of units and imposes strict owner occupation of units in for-sale projects. All sales/leasing provisions are controlled by means of an Affordable Housing Agreement executed by the City and the developer.

Target Date: Ongoing

Responsible Party: Redevelopment Agency

HOUSING PROGRAM SUMMARY
1986 - 1991

HOUSING NEED	HOUSING PROGRAMS	PROG. #	ESTIMATED OBJECTIVES	HOUSING GOAL ADDRESSED BY PROGRAM
1. AFFORDABILITY OF HOUSING				
A) Low-income households needing assistance - 1514 households*	. Construction of new affordable, housing units, especially rental units	5, 6, 18, 19	150-300 low income units (1986-91)	Housing Goals #2 & 5
B) Moderate-income households needing assistance - 274 households*	. Housing Rehabilitation Program	23, 24, 25	50-100 moderate-income units (1986-91)	
	. Long-term Owner Occupancy	1, 7	75-125 units (1986-91) rehabilitated at affordable housing costs	Housing Goals #1, 2, 5
	. Rental Subsidy Programs	6, 9, 25	-----	Housing Goal #2
	. Article 34 Referendum	8, 17	200-250 rental subsidies annually	Housing Goals #2 & 5
		20	-----	Housing Goals #2, 3, 5
2. ADEQUATE SUPPLY AND VARIETY OF HOUSING TYPE	. Site inventory for new, assisted housing	10	-----	Housing Goals #2, 3, 5
A) 5215 new housing units needed to accommodate projected growth*	. Residential Planned Development Ordinance	11	-----	Housing Goals #3 & 5
	. Job & Housing Production	12	-----	Housing Goals #3 & 5
	. Residential Development Control System	21	2226 allocations made but not yet built (1980-85) 2500 allocations (1986-91)	Housing Goals #3 & 5
	. Secondary Unit & Mobile Home Ordinance	22	-----	Housing Goals #2, 3, 5
3. MAINTENANCE OF THE EXISTING HOUSING STOCK	. Housing Rehabilitation Program	1	75-125 units rehabilitated (1986-91)	Housing Goals #1, 2, 5

HOUSING PROGRAM SUMMARY
1986 - 1991

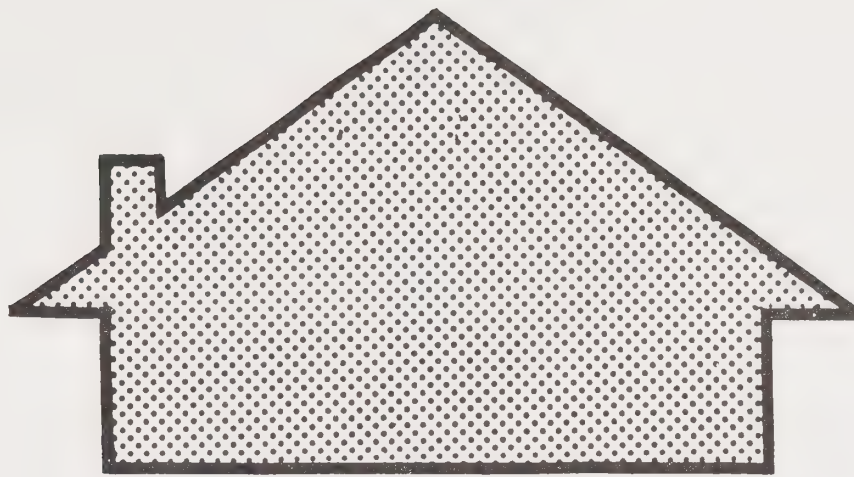
HOUSING NEED	HOUSING PROGRAMS	PROG. #	ESTIMATED OBJECTIVES	HOUSING GOAL ADDRESSED BY PROGRAM
A) Minimum of 298 sub-standard units in City	. Resale Inspection Prgm.	2	1800-2000 units inspected annually	Housing Goals #1 & 5
	. Self Help Program	3	5 units (1986-91)	Housing Goals #1, 2, 5
	. Condominium Conversion	4	-----	Housing Goals #1, 2, 5
4. HOUSING SUITABLE FOR SPECIAL NEED HOUSEHOLDS	. Fair Housing Counseling and Information	13, 15	-----	Housing Goals #2 & 4
A) Elderly B) Handicapped C) Single Parent D) Homeless	. Non-profit Assistance to Special Need Households	14, 17	-----	Housing Goals #2 & 4

* Data Provided by SCAG and Updated by City of Thousand Oaks (See Pages 23-30)

APPENDICES

APPENDIX A

Southern California Association of Governments
Regional Housing Allocation Model (RHAM) Excerpts



REGIONAL HOUSING ALLOCATION MODEL

VENTURA CO.

APRIL 1983



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
REGIONAL HOUSING ALLOCATION MODEL

PAGE 1 OF 3

RHAM TABLE FOR: THOUSAND OAKS
COUNTY: VENTURA

DATA CURRENT AS OF: 05/07/84
REPORT WRITTEN: 11/28/84

RHAM SUMMARY TABLE

PART I CURRENT NEEDS AND GENERAL INFORMATION (01/01/83)

(1) TOTAL HOUSEHOLDS	30,613						
(2) TOTAL HOUSING UNITS	32,493						
(3) UNOCCUPIED UNITS (LINE 2 - LINE 1)	1,880						
		-----TOTAL-----	-----OWNERS-----	-----RENTERS-----			
		VERY LOW	LOW	VERY LOW	LOW	VERY LOW	LOW
(4) HOUSEHOLDS IN NEED (LOWER INCOME HOUSEHOLDS PAYING OVER 30% OF INCOME FOR HOUSING, FROM 1980 CENSUS)	2,996	1,546	1,449	541	494	1,006	955

PART II FUTURE NEEDS (01/01/83 TO 01/01/88)

	TOTAL	VERY LOW (0%-50%)	LOW (50%+-80%)	MODERATE (80%+-120%)	UPPER (OVER 120%)
(1) 1988 HOUSEHOLDS (PER SCAG-82)	34,653				
(2) 1983 HOUSEHOLDS	30,613				
(3) 5-YEAR GROWTH IN HOUSEHOLDS (LINE 1 - LINE 2)	4,040				
(4) 1988 MARKET VACANCY GOAL (FROM APPENDIX TABLE I)	1,539				
(5) 1983 MARKET VACANCIES	1,082				
(6) VACANCY SURPLUS OR DEFICIT (LINE 4 - LINE 5)	457				
(7) 1983-88 EXPECTED UNITS LOST FROM STOCK	3				
(8) FUTURE HOUSING UNIT NEEDS, FOR ALL INCOME GROUPS, ADJUSTED TO AVOID IMPACTION, FROM APPENDIX TABLE III (LINES 3+6+7=8)	4,500 (100.00%)	637 (14.16%)	712 (15.82%)	874 (19.41%)	2,277 (50.60%)
(9) SPECIAL INCOME GROUP NEED FOR HIGH COST AREAS (NUMBER OF HOUSEHOLDS WITH ANNUAL INCOMES OVER \$32,310 (120% OF MEDIAN FOR JURISDICTION), BUT BELOW \$43,095 NEEDED TO PURCHASE MEDIAN-PRICED HOME AT \$125,700.	4,986				
		OWNER %	RENTER %	S.F. %	M.F. %
(10) TENURE AND BUILDING TYPE SPLITS OF 1988 HOUSING STOCK		68.64	31.36	76.07	23.93
(11) FARMWORKER HOUSEHOLDS ELIGIBLE FOR ASSISTANCE (FROM APPENDIX TABLE II)	191				

NOTE: FOR ADDITIONAL INFORMATION, PLEASE SEE FOOTNOTES, DEFINITIONS, AND METHODOLOGY EXPLANATIONS.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
REGIONAL HOUSING ALLOCATION MODEL

PAGE 2 OF 3

RHAM TABLE FOR: THOUSAND OAKS
COUNTY: VENTURA

DATA CURRENT AS OF: 05/07/84
REPORT WRITTEN: 11/28/84

APPENDIX TABLE I
VACANCIES AND VACANCY RATES

	OWNERS	RENTERS	TOTAL
PART I: 1988 MARKET VACANCIES			
(1) TOTAL 1980 HOUSEHOLDS (1980 CENSUS)	18,378 (71.7%)	7,261 (28.3%)	25,639 (100.0%)
(2) UNITS MOVED-INTO PREVIOUS YEAR (1-79 TO 3-80)	4,251	4,153	8,404
(3) ANNUAL MOVE-IN RATE (LINE 2 / LINE 1)	23.13	57.20	32.78
(4) "IDEAL" MOBILITY RATE (MULTIPLY LINE 3 BY 2/15 (.13333) TO ALLOW FOR MOBILITY)	3.08	7.63	4.37
(5) 1988 HOUSEHOLDS (FROM RHAM SUMMARY TABLE, PART II, LINE 1)	24,300	10,353	34,653
(6) IDEAL VACANCY GOAL (LINE 5 / (100 - LINE 4)) (ENTER TOTAL ON RHAM SUMMARY TABLE, PART II, LINE 4)	749	790	1,539
PART II: 1983 MARKET VACANCIES			
(1) 1983 HOUSING STOCK	22,557	9,422	31,979
(2) 1983 MARKET VACANCY RATE	3.04	4.22	3.38
(3) 1983 MARKET VACANCIES (LINE 1 X LINE 2) ENTER TOTAL ON RHAM SUMMARY TABLE, PART II, LINE 5	685	398	1,082

NOTE: FOR THE YEAR 1988, THE TOTAL HOUSING UNITS COMPUTED FROM THE RHAM MAY DIFFER FROM THOSE COMPUTED FROM THE SCAG-82 GROWTH FORECAST, DUE TO THE INCLUSION IN THE SCAG-82 TOTALS OF UNITS THAT ARE VACANT, BUT NOT FOR SALE OR RENT. ACCORDING TO THE CENSUS OF POPULATION AND HOUSING, 417 UNITS WERE LISTED AS VACANT, NOT AVAILABLE FOR SALE OR RENT IN 1980. THIS MODEL ASSUMES THAT VACANT AND UNAVAILABLE UNITS WILL REMAIN AS PART OF THE HOUSING STOCK, BUT NEED NOT BE PART OF FUTURE HOUSING NEEDS.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
REGIONAL HOUSING ALLOCATION MODEL

PAGE 3 OF 3

RHAM TABLE FOR: THOUSAND OAKS
COUNTY: VENTURA

DATA CURRENT AS OF: 05/07/84
REPORT WRITTEN: 11/28/84

APPENDIX TABLE II
FARMWORKER HOUSING NEEDS

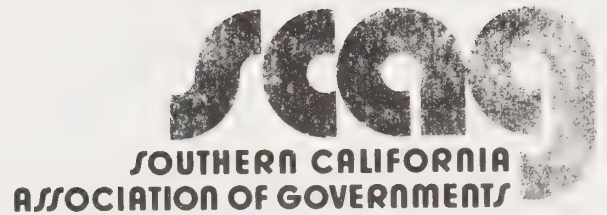
	TOTAL	VERY LOW	LOW
(1) FARM, FISHING, FORESTRY WORKERS, 1980 CENSUS COUNTY TOTAL	14,257		
(2) FARM, FISHING, FORESTRY WORKERS, 1980 CENSUS JURISDICTION TOTAL	484		
(3) JURISDICTION PERCENTAGE OF COUNTY TOTAL (LINE 1 / LINE 2)	3.39		
(4) ESTIMATED FARMWORKER HOUSEHOLDS IN COUNTY (FROM EDD)	6255		
(5) ESTIMATED FARMWORKER HOUSEHOLDS IN JURISDICTION (MULTIPLY LINE 3 BY LINE 4)	212		
(6) PERCENTAGE OF LOW AND VERY LOW INCOME FARMWORKER HOUSEHOLDS	90.00	55.00	35.00
(7) TOTAL FARMWORKER HOUSEHOLDS ELIGIBLE FOR ASSISTANCE (MULTIPLY LINE 5 BY LINE 6 AND ENTER TOTAL ON RHAM SUMMARY TABLE, PART II, LINE 11)	191	117	74

APPENDIX TABLE III
IMPACTION AVOIDANCE FACTOR

	VERY LOW (%)	LOW (%)	MODERATE (%)	UPPER (%)	TOTAL (%)
(1) TOTAL FUTURE HOUSING NEEDS (FROM RHAM SUMMARY TABLE, LINE 8, TOTAL)					4,500
(2) REGIONAL INCOME DISTRIBUTION (FROM 1980 CENSUS)	750 (16.7%)	1,059 (23.5%)	852 (18.9%)	1,839 (40.9%)	4,500 (100.0%)
(3) LOCAL INCOME DISTRIBUTION (FROM 1980 CENSUS)	600 (13.3%)	596 (13.2%)	881 (19.6%)	2,423 (53.9%)	4,500 (100.0%)
(4) AVOIDANCE OF IMPACTION (100% EFFORT) (LINE 2 - LINE 3)	150	463	-29	-584	-0
(5) MULTIPLY BY .25 (POLICY ADOPTED -- REASONABLE EFFORT TO AVOID IMPACTION)	38	116	-7	-146	-0
(6) REVISED LOCAL DISTRIBUTION TO AVOID IMPACTION (LINE 5 + LINE 3) (ENTER ON RHAM SUMMARY TABLE, LINE 8)	637 (14.2%)	712 (15.8%)	874 (19.4%)	2,277 (50.6%)	4,500 (100.0%)

APPENDIX B

Correspondence from Southern California Association of Governments
RHAM Update



600 South Commonwealth Avenue • Suite 1000 • Los Angeles • California • 90005 • 213/385-1000

October 22, 1985

Ms. Melanie Shaffer Freitas
c/o Freitas & Freitas
P. O. Box 1740
Santa Cruz, CA 95061

SUBJECT: YOUR OCTOBER 17, 1985 LETTER ON THOUSAND OAKS UPDATE METHODOLOGY
FOR RHAM

Dear Ms. Freitas:

Fred Kahane and I have reviewed your application of the suggested methodology for 1983 RHAM Update to 1991 for the city of Thousand Oaks as presented in the referenced letter.

The numbers achieved are consistent with our findings as noted below.

Update RHAM Table II, line 8
Future Housing Needs City of Thousand Oaks (1983-1991)

Future Housing Unit Needs -- 7,200 Total

Very Low Income	1,020
Low Income	1,139
Moderate Income	1,398
Upper Income	3,643

Sincerely,

A handwritten signature in cursive script, appearing to read 'Clint Rosemond', is written in dark ink.

CLINT ROSEMOND
Regional Planner
Housing Section

CR:wp7

APPENDIX C

Measure A

Residential Development Control System

CHAPTER 10. RESIDENTIAL DEVELOPMENT CONTROL SYSTEM

Sec. 9-10.01. Findings.

The People of the City of Thousand Oaks hereby find and declare as follows:

(a) The City of Thousand Oaks has adopted a General Plan and City ordinances relating to the regulation of residential development;

(b) The City of Thousand Oaks is experiencing a period of intense residential development which is adversely affecting the capacity of the streets and local freeway system to meet traffic demands, the capacity of appropriate schools to absorb children, the semi-rural character of the community, and the quality of life prevalent in the Conejo Valley;

(c) It is the intent of the People of the City of Thousand Oaks to achieve a steady, rather than a fluctuating, overly rapid, rate of residential growth each year in order that the services provided by City, school, park, utility, and/or service agencies operating in the City can be properly and effectively staged in a manner which will not overextend existing facilities, will allow the opportunity to bring deficient services up to required and necessary standards, and will minimize costs of facility expansion through long-range planning;

(d) It is the intent of the People of the City of Thousand Oaks to establish control over the quality, distribution, and rate of growth of the City in the interest of: preserving the character of the community; *protecting the open space of the City; *insuring the adequacy of City facilities, recreation and park facilities, and services; *insuring a balance of housing types and values in the City which will accommodate a variety of families, including families of moderate income and older families on limited, fixed incomes; *insuring the balanced development of the City; *preventing further significant deterioration in the local air quality; *insuring that the traffic demands do not exceed the capacity of streets that are in character with the City's semi-rural nature; *insuring that the City does not grow in a pattern that places a severe strain on the local freeway system; *insuring the adequacy of fire protection; and *insuring adequate water and sanitary sewer systems;

(e) It is the purpose of this ordinance to augment the policies of the City as recorded in the General Plan and City ordinances relating to the regulation of residential development; and

(f) In order to accomplish this purpose, the City must be able to control the rate, distribution, quality, and economic level of proposed development on a year to year basis. To this end the following residential

development control system for the City shall be in effect from and after its effective date until December 31, 1990.

(Initiative Ord. No. 749-NS, adopted at a General Election held April 8, 1980, eff. May 15, 1980)

Sec. 9-10.02. Applicability of the development control system.

The provisions of the residential development control system shall apply from the effective date to all residential development, including mobile homes, in the City, with the exception of the following:

A. Projects of not more than four (4) residential dwellings, limited to only one such project per developer per calendar year;

B. Fourplexes or lesser numbered multiple dwellings on a single existing lot;

C. Single-family residential units on a single existing lot;

D. Rehabilitation or remodeling of an existing dwelling, or conversion of apartments to condominiums, so long as no additional dwelling units are created; and

E. Dwelling units of any low or moderate income and senior citizen projects funded or subsidized pursuant to the provisions of applicable Federal, State, or local laws or programs.

(Initiative Ord. No. 749-NS, adopted at a General Election held April 8, 1980, eff. May 15, 1980)

Sec. 9-10.03. Establishment of Residential Development Evaluation Board.

In order to administer the system set forth herein, and especially to make the valuations set forth in Section 9-10.06 of this chapter, a Residential Development Evaluation Board (hereafter called the Board) is hereby established, consisting of the duly appointed members of the Planning Commission of the City.

The procedures and bylaws of the Board shall be developed by the Board subject to the approval of the City Council (hereafter called the Council). The Planning Department of the City shall serve as the staff of the Board.

(Initiative Ord. No. 749-NS, adopted at a General Election held April 8, 1980, eff. May 15, 1980)

Sec. 9-10.04. Establishment of annual residential development allotments.

The number of dwelling units hereafter to be constructed each year in the City (except for dwelling units exempted in accordance with the provisions of Section 9-10.02, paragraphs D and E) shall be as follows:

7. Site and architectural design quality which may be indicated by the amount and character of modification of the topography, including quantity of grading, extent of natural slopes cut and/or filled, and impact on ridgeline.

8. Impact on oak trees and archeological sites.

9. The provision of significant water conservation features.

10. The provision of energy generation and conservation features, such as additional insulation, house siteing and design, solar techniques, and other innovative techniques.

C. After having studied each application in accordance with parts A and B, in regard to each of these criteria or so many of them as may be applicable, and having assigned evaluation points on a scale of zero to ten (10) in accordance with their finding, the Board shall prepare two lists, one documenting points awarded from part A and the other from part B, arranging the developments in each list in order from that receiving the greatest total number of evaluation points to that receiving the lowest number.

D. Having evaluated each development in accordance with the foregoing criteria the Board shall publish in appropriate ways the rating given to each development on each of those criteria. The Board shall then schedule a public hearing to be held within fifteen (15) days of the classification of any point assignments made by the Board.

1. Any applicant may request the Board, at said public hearing, to reevaluate the point assignment made on any or all of the criterion. The primary criteria for the Board to alter its point assignment on a particular development is demonstration by the applicant that there exists pertinent information or a project redesign which the Board was not aware of at the time of the original evaluation.

2. Any applicant who is dissatisfied with the Board's reevaluation may submit written notification of such dissent, which will be furnished to the Council prior to the awarding of development allotments.

E. Having evaluated each development and clarified all point assignments to the applicants, the Board shall present its lists of evaluations, along with the decisions reached on any appeals, to the Council for the awarding of development allotments.

F. The schedule for the submission and consideration of applications shall be established by the Council.

(Initiative Ord. No. 749-NS, adopted at a General Election held April 8, 1980, eff. May 15, 1980)

Sec. 9-10.07. Development allotment awards.

A. The Council shall consider, at a public hearing, the recommendations and rankings of the proposed developments on each of the above described two (2) lists, along with any action taken by the Board concerning appealed decisions, and shall compile one list ranking each of the proposed developments, and shall award from that list development allotments.

1. *Development program allotment.* The number of dwelling units for which development allotments shall be issued shall not exceed the allotments established in accordance with Section 9-10.04 herein, less the building permits issued in the previous calendar year for projects defined in Section 9-10.02, subparagraphs A, B, and C (subtraction does not apply to allotments issued in 1980).

2. *Allocation limitation.* No single developer shall, in any one year, be issued a development allotment for dwelling units in excess of a number to be established by resolution of the Council.

3. *Minimum point requirements.* The Council shall eliminate from consideration any development which has not been assigned a minimum of forty-nine (49) points under Section 9-10.06, subparagraph A, herein, or a minimum of seventy (70) points under Section 9-10.06, subparagraph B.

If in a given year the highest ranking development does not at least meet both of the minimum point requirements, the Council shall make no development allotment for that year. The number of units will then be added to the allotment for the ensuing year.

B. The Council will make the annual development allotments at a time to be selected by the Council.

C. An application may be amended upon submittal of an additional application made in the same manner as the original application. In addition, the application for an amendment shall set forth the reasons for requesting the amendment.

1. The Council shall review such an amendment application in the same manner as an original application and may grant the amendment as requested, modify the amendment, or deny the amendment.

2. An amendment or modification may be granted only if the Council, after reviewing the proposed development in relation to the criteria set forth in Section 9-10.06, subparagraphs A and B, shall find that the modified development has earned as many or more evaluation points than the original development for which the development allotment was issued.

D. Should a developer fail to initiate construction within twenty-four (24) months after award of the development allotment, the Council, after a hearing, may, by majority vote, rescind all or part of the development allotment.

(Initiative Ord. No. 749-NS, adopted at a General Election held April 8, 1980, eff. May 15, 1980)

Sec. 9-10.08. Additional regulations.

Should the arrangement of projects as provided in Section 9-10.07, subparagraph A produce the situation in which two (2) projects have equal evaluation point scores, but only one project can be permitted within the quota, the Council may offer those applicants a pro rata share of the number of units available within the quota, or may dispose of such a tie in any other manner deemed equitable by the Council.

(Initiative Ord. No. 749-NS, adopted at a General Election held April 8, 1980, eff. May 15, 1980)

Sec. 9-10.09. Judicial review.

Any legal action to challenge any decision or denial of the Board or any other governmental body performing a function under this ordinance must be filed in a court of competent jurisdiction within thirty (30) days immediately following the action challenged.

(Initiative Ord. No. 749-NS, adopted at a General Election held April 8, 1980, eff. May 15, 1980)

Sec. 9-10.10. Modification.

The Council may, after a public hearing, by a four-fifths (4/5) vote, change any part of this residential development control system by amendment, providing the amendment is consistent with the intent of this ordinance.

(Initiative Ord. No. 749-NS, adopted at a General Election held April 8, 1980, eff. May 15, 1980)

RESOLUTION NO. 81-123

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS ADOPTING PROJECT RATING STANDARDS FOR RATING RESIDENTIAL PROJECTS PURSUANT TO THE CITY'S RESIDENTIAL DEVELOPMENT CONTROL SYSTEM SET FORTH IN TITLE 9, CHAPTER 10, OF THE THOUSAND OAKS MUNICIPAL CODE

WHEREAS, on April 8, 1980, the electors of the City of Thousand Oaks enacted by Initiative Ordinance the Residential Development Control System set forth in Title 9, Chapter 10, of the Thousand Oaks Municipal Code; and

WHEREAS, said ordinance directs the Residential Development Evaluation Board (Planning Commission) to examine each application for a Development Allotment on the basis of eighteen (18) separate criteria, set forth in Section 9-10.06 of the Thousand Oaks Municipal Code; and

WHEREAS, the City Council has determined, as part of the implementation procedure for said initiative ordinance, that standards shall be adopted for each of the eighteen (18) criteria set forth in said Section 9-10.06 for the purposes of assuring a consistent, reasonable and equitable evaluation of projects subject to the ordinance; and

WHEREAS, Section 9-10.01(d) of said initiative ordinance provides that it is the intent thereof to "insure a balance of housing types and values in the City which will accommodate a variety of families; including families of moderate income and older families on limited, fixed incomes" and Section 9-10.02 E of said initiative ordinance exempts dwelling units of low or moderate income and senior citizen projects funded or subsidized pursuant to the provisions of applicable federal, state, or local laws or programs; and

WHEREAS, although the intent of said initiative ordinance provides for a balance of housing types for all economic segments of the community, the eighteen (18) separate criteria set forth in Section 9-10.06 thereof do not specifically provide points for projects which would promote housing opportunities for persons of low, moderate or middle income; and

WHEREAS, It is the intent of said initiative ordinance and the intent of the City Council in implementing said ordinance to adequately provide housing opportunities for persons of all income levels, which housing opportunities shall be compatible with regional housing needs. In furtherance of said intent, It is the intent of the Council to (a) give preferential treatment to projects which contribute significantly to the production of housing at the lowest possible cost given economic and environmental factors, the public health and safety, the city's land use goals and policies, and the need to facilitate the development of housing for persons and families of low or moderate income.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby adopts the permanent standards set forth in the attached Exhibit "A" to be used by the city staff, Planning Commission, and Residential Development Evaluation Board, in recommending or assigning point ratings to projects.

BE IT FURTHER RESOLVED that It is the intent of the City Council to give preferential treatment to projects designed for and intended for occupancy by persons of low, moderate or middle income. The manner, nature and extent of said preferential treatment shall be determined by the City Council following consideration of the city's housing and land use goals and policies, economic and environmental factors, the public

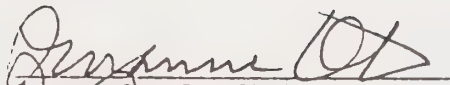
health and safety, and the need to facilitate the development of housing
for persons and families of low or moderate income.

* * * * *


PASSED AND ADOPTED this 17th day of March, 1981.


Marge L. Schaefer, Mayor
City of Thousand Oaks, California

ATTEST:


Suzanne Ota, City Clerk
City of Thousand Oaks, California

APPROVED AS TO FORM:


James Longtin, City Attorney

APPROVED AS TO ADMINISTRATION:


Grant R. Brimhall, City Manager

I, SUZANNE OTA, DO HEREBY CERTIFY that the foregoing resolution was duly passed and adopted by the City Council of the City of Thousand Oaks at its regular meeting held on the 17th day of March, 1981, by the following vote to wit:

AYES: Councilmembers Laxdal, Prince, Horner and Mayor Schaefer

NOES: Councilman Fiore

ABSENT: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Thousand Oaks, California, this 18th day of March, 1981.



Suzanne Ota, City Clerk
City of Thousand Oaks, California

APPENDIX D

Persons and Agencies Contacted

PERSONS/AGENCIES CONTACTED

1. City of Thousand Oaks
 - Building and Public Safety Department
 - Department of Planning & Community Development
2. Conejo Board of Realtors
 - Barbara McCabe
 - Carroll Hanson
3. Conejo Future Foundation
 - Doris Granholm
4. Goebel Senior Center
 - Tony Lamb
 - Madelyn Perez
5. Many Mansions
 - Louis Jackson
 - Ed Nelson
6. Southern California Association of Governments (SCAG)
 - Clint Rosemond
7. State of California
 - Department of Rehabilitation
8. Ventura County Area Housing Authority
 - Tim Jones
 - Rochelle Stephens
9. Ventura County Commission on Human Concerns
 - Lee Riggan
10. Ventura County Planning Department
 - Kathy Dagodag

APPENDIX E

City Inventory of Potential Sites for Assisted Housing

An extensive review of the City's housing programs and policies was conducted by the City's Housing Task Force in 1981. As part of their study, the Housing Task Force developed an inventory of potential sites suitable for assisted housing developments. On the following pages is listed that inventory of sites.

a. Development of Site Selection Criteria

In determining site selection criteria for non-market rate housing, the City's Housing Task Force has reviewed selection criteria already developed by the Department of Housing and Urban Development and the California Housing Finance Agency and has determined that the Federal and State criteria are comprehensive enough for application within Thousand Oaks. Both the State and Federal criteria, which are listed in Appendix J, will be adopted by the City and used with respect to the requirements of the State or Federal Agency from which the City is applying for housing assistance funds.

b. Identification of Site Areas

A detailed survey of the City's Planning Area was conducted by the Housing Task Force in which publicly and privately owned lands were determined to be worthy of consideration for the location of future assisted housing. Current land use and zoning designations were considered in the sites' evaluation but were not the sole factor in determining their suitability since land use reclassification could occur. Thus, sites which are presently designated low density residential, commercial, or even public lands are included within the inventory.

The areas described below are identified as areas within which future developments could be devoted to assisted housing.

Area 1

Commercial site of approximately 35 to 40 acres at the southwest corner of Kimber Drive and Reino Road. Although currently zoned commercial, a portion of the site could be considered for future multi-unit assisted housing.

Area 2

Park site located southeast of Lodgewood Street and Wendy Drive, has, in the past, been considered by the Park District to be excess land.

Area 3

Property between Michael Drive and the Ventura Freeway, west of Borchard Road is zoned for low density residential and is conveniently located near a variety of urban land uses. A portion of this area could be appropriate for multi-unit assisted housing.

Area 5

Commercially zoned Drive-in Theater Site, at the southwest corner of Newbury Road and Kelly Road which should be considered for possible future assisted housing.

Area 6

A medium density residential parcel located on the west side of Kelly Road at Dorrit Street.

Area 7

A 23 acre parcel of land designated medium density residential on the General Plan at the easterly termini of Hays Drive and O'Leary Court, south of Newbury Road and west of Ventu Park Road.

Area 8

A 15 acre parcel of land currently designated medium density residential on the General Plan and zoned for mobile home development on the west side of Ventu Park Road, south of Newbury Road.

Area 9

On the east of side of Ventu Park Road, south of Newbury Road, is a 5-acre area designated for high density residential on the General Plan.

Area 10

Area 10 comprises several individually owned parcels of land along the west side of Haigh Road, between Newbury Road and Lynn Road. Most of the area is designated for medium density residential with the exception of a commercially zoned parcel adjacent to Newbury Road, which may also be appropriate for assisted housing.

Area 11

A commercially designed area at the southwest corner of St. Charles Drive and Wilbur Road was selected for its convenient location to various central City activities.

Area 12

Although not considered to be excess park land at this time, the Committee felt that a small area on the north side of Gainsborough Road, west of Manzanitas, could offer possibilities for the location of future assisted housing.

Area 13

There is presently undeveloped land at the west end of Avenida de Los Arboles, in the Wildwood Specific Plan, which the Committee considered as potentially suitable for future assisted housing.

Area 14

Northwest corner of Avenida de Los Arboles and Lynn Road. The currently designated commercial site would also be suitable for multiple-unit assisted housing.

Area 15

A two acre vacant parcel of land owned by the School District and zoned for low density residential on the south side of Avenida de Los Arboles immediately north of University Elementary School.

Area 16

A privately owned area of land on the north side of Olsen Road between Wildwood and California Lutheran College.

Area 17

The northern portion of California Lutheran College (north of Olsen Road). Depending upon the College's future plans for the property, portions of the area would be suitable for assisted housing. It should be noted that the College has proposed that areas within its master plan be set aside for low cost senior housing.

Area 18

Approximately 1-2 acres of land at the northeast corner of Olsen Road and Mountclef Boulevard, presently designated for high density residential land use.

Area 22

Within an undeveloped portion of the Lang Ranch, in the vicinity of the future intersection of Westlake Boulevard and Avenida de Los Arboles, is a large potential area for medium density housing which could include assisted housing.

Area 23

Area 23 is commonly known as the Greenwich Village Study Area bound by Hodencamp on the west, Thousand Oaks Boulevard on the south, the Route 23 Freeway on the east, and generally, Hillcrest Drive on the north. The area, which contains many individual lots, some of which are vacant, would provide an excellent opportunity for low cost or assisted single family detached or duplex residential units in this area.

Area 24

Located at the southeast corner of Rancho Road and Hillcrest Drive, is an area which is currently designated high density residential on the City's General Plan and would provide an opportunity for assisted multiple housing.

Area 26

Area 26 is located on both the north and the south sides of Los Feliz Drive, and contains vacant parcels of land which are currently designated for medium and high density residential use.

Area 27

Area 27 is the 22 acre former Jungleland site which, although presently zoned for commercial use, may offer an excellent opportunity for a future multi-use residential/commercial development, portions of which could consist of lower cost or assisted multiple housing units.

Area 28

Located on the south side of Chiquita Lane between Conejo School Road and Oakview Drive are several vacant parcels of land which are currently zoned for duplex-type residential units.

Area 30

On the north side of Hillcrest Drive, between Conejo School Road and Duesenberg, is an area of "low density" residentially zoned land within which are vacant parcels which could be considered for future assisted housing.

Area 31

Area 31 consists of approximately 6 acres of level land on the south side of Los Feliz Drive between Skyline and Oakview Drives. Present zoning is R-1 and C-2.

Area 33

Area 33 consists of several vacant parcels of residentially zoned flat land, generally located east of Hampshire Road and west of Duesenberg Drive with a potential for lower cost or assisted housing.

Area 35

Area 35 is located at the eastern end of the City in the Westlake North Ranch. It is designated for "high density residential" land use and would offer an opportunity for the siting of lower cost or assisted housing in the future.

APPENDIX F

Summary of Housing Task Force Recommendations (1981)

An extensive review of the City's housing programs and policies was conducted by the City's Housing Task Force in 1981. The Task Force reviewed and evaluated a range of housing programs potentially suitable for Thousand Oaks. Although the Task Force completed its work in 1981, the information produced as a result of their work is still valid and relevant. The following pages include a description of housing programs that the Housing Task Force felt might be appropriate at some point for the City to pursue. It is included here for informational purpose only.

HOUSING TASK FORCE RECOMMENDATIONS

The following items are recommended by the Housing Task Force for inclusion within the "Housing Program" section of the Housing Element. The basis of these recommendations is the recognition that flexibility in the City's standards can allow creative and innovative housing design and can cater to new forms of housing demanded by societal changes.

It is important to emphasize that not all recommended actions will be appropriate for every development, but each action must be evaluated to determine its applicability to the construction or maintenance of affordable housing. With limited Federal and State funding sources, the City recognizes the pivotal role that it can play at the local level in providing incentives and programs to facilitate affordable housing development.

9. Waivers of City Permit and Development Fees and Taxes

Developers of assisted housing have requested waivers of certain fees in order to facilitate project financial feasibility. At this time, lower income senior housing is exempt from several high cost fee exactions and all low and moderate income projects are exempt from the "Bedroom Tax."

Staff is currently working on a comprehensive study to investigate any justifiable extensions to the fee waiver policy which will be presented to the City Council for their consideration.

10. RPD Zoning

The Task Force recommends that developers be encouraged to be more innovative in their housing proposals and thereby take fuller advantage of the City's existing RPD Code which allows flexibility in the design and development of housing types. It is considered that a greater variety of housing types and flexibility of design in a single tract will increase the potential for lowering housing costs and provide more affordable units.

11. Mixed Use Zoning

The Task Force recommends that the option of mixed use zoning (residential/commercial or offices) should be left open for consideration. It is considered that the concept could be of merit in providing more affordable housing by virtue of joint use of buildings, parking, open space, etc..

The Housing Task Force considered this concept particularly viable for sites close to a full range of commercial and public

facilities and transit routes (e.g., Jungleland and the Hampshire Road corridor), with particular value for single person and seniors housing.

12. Waiver of Residential Height Limitations

The Task Force recommends that multi-story residential development, which may exceed the 25 foot height limit, be considered for approval in locations where visual impact would be minimal (e.g., on Jungleland where height intrusion would be mitigated by the level of the freeway).

It is further considered that waiver of height limitations should be conditional upon greater setback and open space and subterranean parking requirements.

13. Waiver of Certain Development Standards and Reduced Code Requirements for Affordable Housing

Recent State legislation requires cities to refrain from imposing design and improvement criteria which would tend to render affordable and public housing project infeasible. Legislation also holds that cities may consider extending preferential treatment to projects subsidized or assisted by government entities. The following are cited as examples of preferential actions: fee reductions and waivers, changes in design and amenity standards, reduced setback, parking, floor area and yard requirements.

The Task Force has the following recommendations for waiving code requirements on a case by case basis for assisted and affordable housing projects. It is, however, considered that justifications for waivers would depend on site and development costs and the type of housing proposed; each project should therefore be considered on its individual merits.

Recommendations for Standards Which Could be Waived or Modified

- a. In areas where narrower streets are not provided for, consideration should be given to modifying public and private street standards within project boundaries without adversely affecting public safety.
- b. Consideration should also be given to reductions in recreation and open space requirements in certain townhouse and apartment projects where appropriate.
- c. Reduction in minimum lot sizes (presently 5,000 square feet for SFD's in the RPD zone; and 7,000 square feet for duplexes).

- d. Greater utilization of zero lot lines.
- e. Single car garages, carports and open car parking areas in residential developments.
- f. Developers should be encouraged to give owners the option of interior finishing on new SFD homes.
- g. The need for a smaller starter home with more modest facilities, capable of being upgraded by householders as funds permit (e.g., one bathroom, no garbage disposal, no central air conditioning, clothesline to be permitted, Jack/Jill rooms, fiberglass showers, etc.

Residential C.C.&R.'s should not be imposed in a manner which will restrict or prohibit the use of cost saving features in developments.

- h. A proportion of smaller parking spaces for the increasingly popular compact cars; elimination or reduction of covered parking space requirements for certain housing types (e.g. seniors) reduction in the number of parking spaces were justified (e.g., seniors and one/two person housing).
- i. Provision of specialized housing, e.g., two master bedroom suites with common kitchen and living areas.

14. Ongoing Update of Building Codes

The use of new building materials, construction techniques and technology, including manufactured housing can reduce housing costs, often without a loss of aesthetic quality. Opportunities may exist for self-help in housing, where certain building codes could be waived to enable homeowners to use less expensive finishing materials in construction. Building codes will be periodically reviewed to determine their continued relevance in terms of new building concepts and materials. The Task Force recommends that the Department of Building and Safety and the Building Industries Association (BIA) be requested to keep the City Council informed of new techniques and materials with the view to adoption and utilization of such methods and materials, where appropriate. Follow-up reports should be provided to the City Council on the performance of new materials and techniques.

15. Mobile Homes

The Task Force is supportive of new mobile home condominium or cooperative developments, although new rental parks should not be precluded. It is recommended (a) that

developers be encouraged to propose such projects, and; (b) that the City's TPD Ordinance be revised to accommodate new concepts in mobile/modular homes including a change in the title of the ordinance from TPD to MHPD (Mobile Home Park Development). Consideration should be given to two-story modular homes on smaller parcels (reducing land costs).

16. Maximum General Plan Density for Multiple Housing

Higher densities can make multiple and particularly rental housing construction more attractive to developers. It is recommended, however, that this be considered only where the capacity of a site permits and where sufficient open space of a site can be provided. It is also generally felt that good design which provides privacy is the key to acceptable high-density concepts. The Housing Task Force considered that it may be more meaningful to gauge residential density by persons per acre and not dwellings per acre (i.e., sites may often be suitable for high density, small-size units for small family developments). Additionally, the City should review its basis for calculating net density in residential zones. Current methods often artificially raise density values by not giving credit for streets and other project land dedications.

17. Additional Units on Single-Family Lots

The Task Force recommends that the City permit additional small units on residential lots which exceed the minimum lot size. These units would be allowed for family members or for rental accommodation. Appropriate parts of the City with sufficiently large lots could be re-zoned to permit such units. Further study will be required to determine suitable lot sizes, areas within the City, development standards, and appropriate sizes for the units themselves. Lot splits would not be permitted for this type of development.

18. Density Bonuses

The Task Force noted that Density bonuses have been considered and awarded by the City Council on an individual basis for developments which include affordable housing. State law now mandates that a 25% bonus or other incentives must be provided for developments with at least 25% low and moderate-income housing (Roos AB1151). Density bonuses should be awarded for developments including affordable housing, although other forms of incentives and bonuses will also be considered.

19. One Stop Permit Processing

Under AB2320 all jurisdictions are required to enact a one-stop residential permit system by January 1, 1983.

The Task Force recommends that the development of a system for processing Building and Safety, Planning, Public Works and Utilities permits begin as soon as possible.

20. Consistency between HUD, FHA, CHFA and Local Density and Development Requirements

Rather surprisingly, HUD/FHA and CHFA development standards are often more stringent than those of local jurisdictions. Moreover, delays and confusion often affect projects involving HUD and CHFA subsidies; both authorities have different standards and compatibility is difficult to achieve.

The Task Force recommends (a) that HUD, FHA and CHFA be urged, where appropriate, to relate their standards more to those of the City on projects involving these agencies; and (b) that these agencies be encouraged to permit a wider variety of housing types (e.g., studio efficiencies for seniors).

The City has requested that HUD certify the City's development and environmental review process. Certification will allow HUD to accept the City's review process for VHA and FHA-financed projects and eliminate the need for HUD's own lengthy review.

21. Energy Conservation

The Task Force recommends that the City consider imposing:

- a) maximum energy conservation and energy-efficient design requirements to reduce long-term housing operational costs;
- b) ground water pumping for irrigation use for large-scale developments; and
- c) installation of windmills, where viable.

22. Federal Legislation to Amend Federal Tax Acts

The Task Force considers that changes in the 1974 and 1976 Tax Reform Acts have discouraged rental housing construction. It is recommended that the City Council pass a

resolution urging the reinstatement of original tax advantages for transmittal to Washington, D.C.

The Task Force is also concerned that reductions in housing assistance funds be compensated by tax incentives to promote capital formation for housing. Accordingly, the City should lobby its Federal representatives to support legislation to provide tax incentives to encourage lower housing mortgage interest rates, savings for home purchase, and capital for housing construction.

23. Equitable City/Developer Trade-off Agreements

In cases where the City has assisted the development of affordable housing by incentives and financial support, public investment should be secured by means of a City/Developer agreement, and where appropriate, a zoning contract. A precedent for this has been established in the adoption by the City Council of the "Awareness Development" agreement (See Appendix K) which could be the model for future agreements. Such contract agreements will specify concessions and assistance provided by the City, and the following to be specified by the developer: the exact number of affordable units at agreed costs; a pro forma of development costs and profit, and appropriate deed restrictions to secure affordability.

24. Use of Redevelopment Agency Housing Funds and Other City Monies

An increasing volume of money will be available for low and moderate income housing activities from Community Redevelopment Agency (CRA) tax increment funds.

The Task Force recommends that these funds (and other City sources when appropriate) be utilized in the following areas:

- a. Land banking for future affordable housing developments.
- b. Use funds to "lever" additional private money to provide mortgage funds for property purchase, or for an equity sharing plan.
- c. Leverage of private funds to provide assisted housing development financing.
- d. Pay on-site and off-site improvement costs for appropriate assisted housing projects.

- e. Long term land leases.
- f. Payment of waived City development fees to appropriate service agencies.
- g. Purchase of real property in concert with the CDBG land purchase program.
- h. Loans and second trust deeds to assist in development and purchase of affordable units. The City should require monies to be repaid if housing reverts to a non-affordable category.

25. Growth Management: Program Variations

As discussed in previous sections, the City has enacted a Growth Management Ordinance to regulate the number of new housing units permitted for construction each year until 1990. It is generally recognized that unmanaged growth can provoke a variety of different public service, environmental, aesthetic and development cost related problems.

The City operates its management program by means of an objective competitive comparison and evaluation of proposed subdivisions, to select those that can qualify for building permits. Proposed developments are ranked by their attainment of evaluation criteria.

Additionally, low and moderate income housing is exempt from the requirements of the Ordinance. The City's project rating standards embody the specific intent to give preferential treatment to projects intended for low, moderate and middle income households. The manner, nature and extent of preferential treatment is to be determined by the City Council at the project review stage. This provision has been included in order to facilitate developments which include a proportion of affordable units.

Evaluation criteria, in general, are an effective means of encouraging the form, type and location of residential development desired by the community. The inclusion of certain criteria can promote high quality services and also promote greater environmental sensitivity. Growth Management evaluation criteria can be developed to promote the following objectives and also promote development at lower costs.

- Greater infill of vacant sites within the developed part of the City (thereby using existing public services and making development less costly).
- Development nearer centers of employment, commercial activity and transit opportunities.
- The use of cost effective building types and mobile home parks.
- The provision of needed housing types, such as rental accommodation, condominiums, townhouses and smaller starter homes.

The Housing Task Force has recommended that the City Council amend the Growth Control Ordinance to include affordable housing within the evaluation criteria.

In adopting this Element, the City Council has referred the consideration of amending the Growth Control Ordinance to the "Measure A" committee for review.

26. Preserving Affordability

The production of affordable housing is one of the goals set forth in this element to meet the City's housing needs.

Another important goal is to insure that affordable housing which is produced remains affordable to subsequent eligible purchasers.

To insure that lower priced units remain as such, the Housing Task Force is recommending that the City consider the following:

a. Deed Restriction

Deed restrictions will be used to control the resale price of residential units and protect them from inflationary pressures of the private market for a set period of years. With such a program, a deed restriction could be placed upon all new lower priced units requiring that the resale price of the units be set at the original price, plus an amount equal to the cost of living increase for

the County as established by the U.S. Department of Commerce. The value of any substantial improvements to the unit would also be added. Consistent with the City's policy to promote home ownership, another clause in the deed restriction could require all buyers of single family units to agree to live in the units and to not use them as rental property. The City in cooperation with a developer has structured deed restrictions for affordable units as part of a development contract agreement. This will form the model for future development.

Deed restrictions are recognized as an important means of ensuring continued affordability for eligible households and as a means of securing public investment in housing, and will be applied as a matter of form by the City.

b. Second Trust Deeds

This mechanism can be used as a form of speculation control in a similar way to deed restrictions. Second trust deeds, as discussed earlier, can be used to facilitate low income home purchases and also be designed to include stipulations for the public agency to receive a percentage of unit appreciation at the time of sale. Percentages are often determined by the length of time a property is held until sale. The longer a home is owned, the lower the percentage which will be required from the public agency.

The mechanism can be used to effectively control speculation, but it is not a resale control that ensures continued availability of the unit to eligible lower income households.

c. Cooperative Homeownership

To expand homeownership opportunities, the City could assist in the formation of housing cooperatives for low income families. The key to the cooperative program is the ownership of the housing unit (the number can vary) in the cooperation by a non-profit cooperative corporation. The corporation would own the building(s), and the members would own the corporation through shares - one share per unit, as an example.

To control resale prices, shares could be sold back only to the corporation which, in turn, could again sell them to qualified buyers without a profit to the corporation. A slight variation to this would allow a limited equity for the shareholder, which would result in slightly higher costs to the shareholder, but would provide more of an economic incentive for low and moderate income households.

The City should support formation of cooperatives as a means of controlling speculation as well as facilitating lower income home equity. Earlier sections have discussed support for a cooperative mobile home development (See pages 81 and 82).

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
ENTITLEMENT PROGRAM

HOUSING ASSISTANCE PLAN

1. NAME OF COMMUNITY

City of Thousand Oaks

2. GRANT NUMBER

B - 8 5 - M C - 0 6 - 0 5 4 9

5. HUD APPROVAL

3. PERIOD OF APPLICABILITY

FROM: October 1, 1985 TO: September 30, 1988

4. DATE OF SUBMISSION

November 31, 1985

4a.

☒ Original ☐ Revision ☐ Amendment

(Signature of Authorized Official)

(Date)

PART I - HOUSING ASSISTANCE NEEDS

TABLE I - HOUSING STOCK CONDITIONS

	TENURE TYPE	STANDARD UNITS		SUBSTANDARD UNITS		SUBSTANDARD UNITS SUITABLE FOR REHAB		
		OCCUPIED UNITS	VACANT UNITS	OCCUPIED UNITS	VACANT UNITS	OCCUPIED UNITS		VACANT UNITS
						Total	Lower Income	
		A	B	C	D	E	F	G
6	Owner	23,353	988	177	9	164	131	8
7	Renter	9,419	132	116	8	117	93	7

TABLE II - RENTAL SUBSIDY NEEDS OF LOWER INCOME HOUSEHOLDS

		ELDERLY	SMALL FAMILY	LARGE FAMILY	TOTAL
		H	I	J	K
8	Very Low Income	522	1,039	148	1,709
9	Percent	30.1 %	60.8 %	9.1 %	100%
10	Other Lower Income	199	1,332	97	1,628
11	ETR	120	733	76	929
12	To be Displaced	4	17	4	25
13	Total	845	3,121	325	4,291
14	Percent	19.7 %	72.7 %	7.6 %	100%

PART II - THREE YEAR GOAL

TABLE I - UNITS TO BE ASSISTED

		REHABILITATION OF SUBSTANDARD UNITS	NEW CONSTRUCTION	CONVERSION TO STANDARD UNITS	HOME IMPROVEMENTS
		L	M	N	O
15	Owner	40	150	0	10
16	Renter	30	250	0	5

(UNITS EXPECTED TO ASSIST LOWER INCOME HOUSEHOLDS)

17	Owner	25	24	0	10
18	Renter	20	100	0	5

TABLE II - LOWER INCOME HOUSEHOLDS TO RECEIVE RENTAL SUBSIDIES

		ELDERLY	SMALL FAMILY	LARGE FAMILY	TOTAL
		P	Q	R	S
19	Households to be Assisted	54	112	14	180
20	Percent	30 %	62 %	8 %	100%

TABLE III - GOALS FOR HUD RESOURCES: SUBJECT TO LOCAL REVIEW AND COMMENT

		ELDERLY	SMALL FAMILY	LARGE FAMILY	TOTAL
		T	U	V	W
21	Households to be Assisted	54	112	14	180

HOUSING TYPE PREFERENCE (Maximum Number of Units that will be Accepted)

	NEW	REHAB	EXISTING
22	120	70	120

23 ☐ Check this box if the applicant wishes to review State Housing Agency proposals within its jurisdiction.

PART III - GENERAL LOCATIONS

24 Attach map identifying the general locations of proposed assisted housing.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ENTITLEMENT PROGRAM HOUSING ASSISTANCE PLAN				1. NAME OF COMMUNITY <div style="text-align: center;">City of Thousand Oaks</div>				
				2. GRANT NUMBER				
				<div style="font-size: 1.2em; font-weight: bold;">B</div> <div style="display: flex; justify-content: space-around; font-size: 0.8em;"> -85-MC-06-0549 </div>				
3. PERIOD OF APPLICABILITY FROM: Oct. 1, 1985 TO: Sept. 30, 1988		4. <input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision <input type="checkbox"/> Amendment		5. INCREMENTAL YEAR OF SUBMISSION <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3		6. HUD APPROVAL <div style="display: flex; justify-content: space-between;"> _____ (Signature of Authorized Official) _____ (Date) </div>		
7. INCORPORATION OF HAP, PARTS I - III, BY REFERENCE. Parts I, II and III of the HAP approved _____ are incorporated by reference and are not contained in this (second) (third) year submission. (Latest amendment date of the HAP, Parts I - III, if any: _____)								
PART IV - ANNUAL HOUSING ASSISTANCE GOALS								
PROGRAM OR PROJECT		HUD	UNITS TO BE ASSISTED		LOWER INCOME HOUSEHOLDS TO BE ASSISTED			
<i>List HUD Assisted Rental Housing Programs first, then other Renter Programs and Owner Programs Separately.</i> A			NUMBER OF UNITS	HOUSING TYPE	ELDERLY	SMALL FAMILY	LARGE FAMILY	TOTAL
		B	C	D	E	F	G	H
1. Section 8 (existing); Area Housing Authority of Ventura County: New Certificates		X	30	Existing	5	20	5	30
2. Multi-family rental housing affordable to lower and moderate income households. To be financed by a bond issue and Redevelopment Agency and CDBG assistance, including rental assistance.		X	150	New Construction	6	22	2	30
3. Single family ownership housing financed by bond issue and Redevelopment Agency assistance.			50	New Construction	4	5	1	10
4. Rehabilitation of houses: initiation of Redevelopment Agency financed program			20	Rehab.	3	10	2	15

NARRATIVE: HOUSING ASSISTANCE NEEDS

1. Local Definitions

a. Definition of Substandard Housing

Housing units lacking complete plumbing facilities, and/or where there are more than 1.01 persons per room; and/or units built before 1940 and valued below \$35,000.

The above definition meets and exceeds the HUD Section 8 existing housing quality standards.

b. Substandard Housing Suitable for Rehabilitation

Substandard units capable of being rehabilitated by virtue of existing structural condition where necessary rehabilitation works amount to no more than 80% of replacement cost.

This is established by survey (City and Area Housing Authority).

c. Calculation of Substandard Units Suitable for Rehabilitation: Rationale

This assessment is based on the proportion of substandard units unsuitable for rehabilitation to those suitable for rehabilitation as established by the City's Housing Condition Survey of October 1985. This survey determined the number of substandard units with one or more deficiencies noted, and those suitable only for replacement (economically more feasible to replace).

This survey was conducted for the City/Redevelopment Agency housing rehabilitation program design study and has authoritatively established a more accurate measure of substandard units in the City. It is apparent that the number of such units is significantly less than that estimated in the 1983 SCAG Regional Housing Allocation Model (RHAM).

2. Expected to Reside (ETR)

ETR estimates are consistent with the SCAG 1983 RHAM as updated to 1985.

The total number of lower income, small and large families expected to reside in the community are by virtue of planned local employment growth and current employment opportunities.

Elderly ETR is assessed as 120 households, derived from waiting lists of persons not resident in the City at the Conejo Future Village, Florence Janss Apartments, Calle Haya and Mountclef Apts. senior projects.

3. Expected Impact of Conversion of Rental Housing to Condominiums and Cooperative Housing

The City has a condominium conversion ordinance which has effectively prevented the conversion of apartments to ownership housing. There are no cooperatives in the City. No conversions are foreseen.

4. Lower Income Minority Households

a. Households in Substandard Housing by Tenure by minority category

	<u>Total</u>	<u>Hispanic</u>	<u>Black</u>	<u>American Indian, Alaskan & Asian, Pacific Islander</u>
Ownership	18	10	1	7
Rental	<u>12</u>	<u>7</u>	<u>1</u>	<u>4</u>
	30	17	2	11

Source: The above is derived by applying the 1980 Census proportions of minority households in the City to totals for occupied substandard units (lines 6c and 7c).

b. Lower Income Minority Households Requiring Rent Subsidies

					<u>Black</u>				<u>American Indian, Alaskan & Asian, Pacific Islander</u>			
<u>Total</u>	<u>Hispanic</u>				<u>T.</u>	<u>E.</u>	<u>SF.</u>	<u>LF.</u>	<u>T.</u>	<u>E.</u>	<u>SF.</u>	<u>LF.</u>
(T)	(E)	Sm. Family (SF)	Lg. Family (LF)									
Lower Income Minority Households Requiring Rent Subsidies:												
120	10	75	35		13	1	10	2	2	0	1	1
Expected To Be Displaced:												
4	0	2	2		0	0	0	0	0	0	0	0
TOTALS: Overall Total: 139												
124	10	77	37		13	1	10	2	2	0	1	1

Source of data: The above is derived from the number of lower income minority households requiring housing assistance as a proportion of all lower income households requiring rental assistance, as per the 1983 RHAM updated to 1985. These proportions for minority groups by household types are applied to the current HAP assessment of total lower income households requiring rental subsidies.

This data is a summation of minority assistance needs for both owner and renter households. It is considered that substantially the greatest majority of minority households in need of housing assistance can most effectively be assisted in the rental sector. The above data is therefore considered a liberal and accurate reflection of the current situation.

The assessment of "expected to be displaced" is arrived at by using the same proportion of minority households (by minority category and household type) to all lower income households expected to be displaced.

5. Special Housing Needs of the Handicapped

The following assessment of special housing needs of the handicapped is based on an evaluation provided by the State Department of Rehabilitation for the City of Thousand Oaks, from data provided by HUD and from information provided by the State Department of Rehabilitation (per California State disability survey). A considered judgment is that the majority of handicapped persons are in housing need by virtue of income, standard of housing, the need for special

facilities or a desire to live independently in housing suited to their needs. It is therefore assumed that 80% of all handicapped persons have special housing needs.

Typically, handicapped persons desire housing that is fully accessible (lacking architectural barriers) and that has special facilities to serve their needs (bathrooms, kitchens, etc.)

	<u>Handicapped persons with special housing needs</u>
Single Persons	56
Persons living in small families	153
Persons living in large families	38
Elderly	<u>87</u>
Total	334

6. Special Housing Needs of Single Individuals with Dependent Children

The 1980 census reveals that 9.5% of households with two or more persons had a female head of household and only 3% were headed by a single male head. The increased financial and emotional burden that single parents carry often contributes to difficulty in finding adequate and affordable housing. Discrimination is also encountered particularly in securing rental housing.

The Ventura County Welfare Office has provided information on the number of single parent households which have sought welfare assistance in the City (cash, medical and food stamps).

It is estimated that 800 single parent families have applied for these forms of assistance.

Additional information has been submitted by the Area Housing Authority of Ventura County (AHA). The AHA estimates that 60 single parent households are on their waiting list and 65 are currently assisted:

	<u>Waiting List</u>	<u>Currently Assisted</u>
Small family	40	38
Large family	<u>20</u>	<u>27</u>
	60	65

It can be assumed that of the 800 families which have sought welfare assistance the majority are low income. It is further assumed that most of these households are not in housing need by virtue of the AHA waiting list data.

It is therefore estimated that 320 single parent families (40% of total seeking welfare) are in housing need. This is considered a liberal evaluation.

7. Homeless Households

Because of their more transient lifestyles, it is oftentimes difficult to secure approximate data on the number of homeless persons in a community. The most recent and complete information regarding homeless households is available from Catholic Social Services and

Lutheran Social Services in Thousand Oaks. There is no emergency housing or shelter in the City of Thousand Oaks. Homeless households are referred to either the Zoe Christian Center or the Rescue Mission (both located in Oxnard) or the Simi Valley Christian Center. Approximately five inquiries are received weekly by Catholic Social Services from people who are in need of housing. Many of these inquiries are from households with children living in cars or trucks and in need of immediate shelter. Because there are no shelter facilities in the City, these households are referred to the shelters listed above and are given bus fare if they have no transportation of their own.

NARRATIVE - THREE YEAR GOALS

1. Number of standard residential units to be demolished as a result of direct Federal, State or local actions:

25 rental units
0 owner units

2. Specific Actions the City Intends to Implement the 3-year Goals

- a. Purchase of land for development of low income public or non-profit corporation-sponsored rental housing for lower income households: 1986/87.
- b. Issuance of multi-family mortgage revenue bonds for the development of rental housing: Spring 1986.
- c. Issuance of single family mortgage revenue bonds for the development of up to 120 low, moderate and middle income affordable ownership units. Utilization of 1984 bond issuance funds and additional bonds to be issued in 1987.
- d. Funding of a rehabilitation program from Redevelopment Agency housing funds to improve both the ownership and rental stock. Program design in progress. Goal: 70 units. Program to commence spring, 1986.
- e. Funding for emergency housing repairs: ongoing funding from Redevelopment Agency tax increment (housing) funds.
- f. Provision of the following planning measures to facilitate the development of affordable (low and moderate income) housing. These measures both encourage developers to initiate lower cost housing and effectively reduce the costs of development:
 - i. Density bonuses.
 - ii. Modification or waiver of code and development standards (parking, building setbacks and heights, recreation, open space, road widths, etc.).
 - iii. Waiver or reduction of design requirements.
 - iv. Exemption of low and moderate income housing from the City's growth control ordinance. To date the City has exempted over 1500 units.
 - v. Rezoning of land to higher densities: ongoing.
- g. The application of Redevelopment Agency tax increment (housing) funds to assist the development of affordable housing. Funds have been and will be provided in the following respects:

- i. Off-site improvements.
 - ii. To pay development fees.
 - iii. Rent subsidies (to local non-profit group).
 - iv. Administrative costs for two local non-profit housing organizations.
 - v. Relocation assistance.
 - vi. Land purchase and land write-down.
- h. The City supports two local non-profit groups endeavoring to develop lower and moderate income housing:
 - i. "Many Mansions: - rental housing for families. The City has provided funds for administration, for rent subsidies and for a proposed new 29 unit lower income rental project.
 - ii. "Scrub Oaks" - ownership housing for young families. The City has provided funds for administration, for land write-down and for mortgage funds to purchase units.
- i. Use of creative financing measures to facilitate the economic feasibility of projects and ability of lower income households to qualify for home purchase:
 - i. Second trust deeds held by the City to finance cost of fees and to provide mortgage assistance.
 - ii. Formation of assessment districts to finance on- and off-site improvements.
 - iii. Use of capitalized tax increment funds generated by specific projects to finance on- and off-site improvements.
 - iv. Deferral of fee payments to occupancy of units.
 - v. Payment of fee exactions by Redevelopment Agency for targeted projects.
- j. CDBG funds have been and are to be used for the following housing programs:
 - i. Land write-down: 1982-88 funds.
 - ii. Assistance to develop a mobile home park subdivision: 1983 funds.
 - iii. Housing counseling and fair housing program; operated by the Area Housing Authority of Ventura County since June, 1982: 1982/85 funds.
 - iv. Off-site improvements.

NARRATIVE: ANNUAL HOUSING ASSISTANCE PLAN

- a. The specific actions the City intends to meet the annual goal are:

Please refer to appropriate section of the narrative for the 3-year goal.

Actions: a
b
c
d
e
f
g - i, ii, iii, iv & v
h
i - i, iii, iv & v
j - i & iii

- b. Provisions to ensure that a majority of rehabilitation carried out will assist lower income households:

The program to be funded from Redevelopment Agency funds is targeted for lower income and moderate income owner occupiers and tenants of rented property. At this time over 51% of assistance is programmed for the lower income.

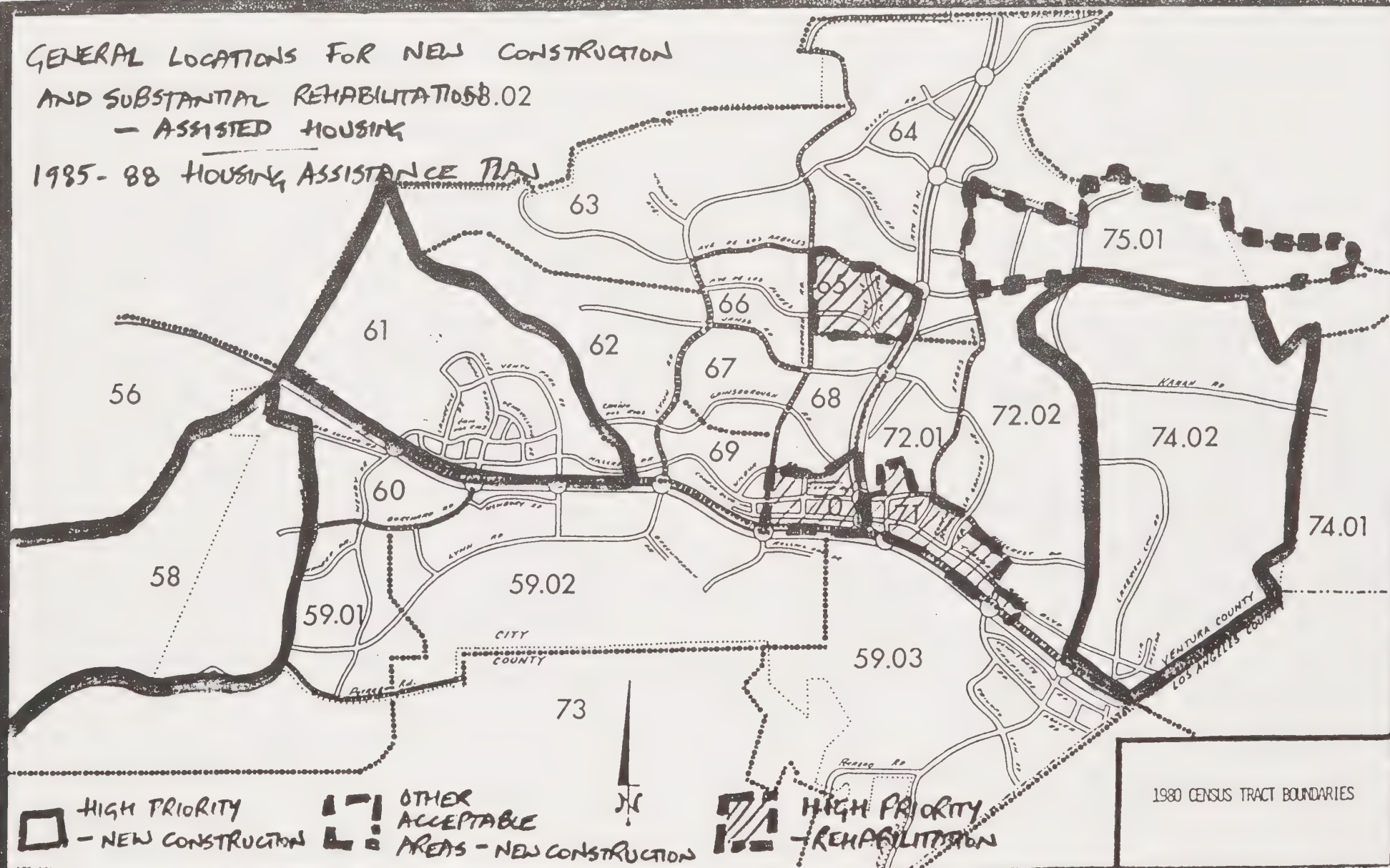
The City will ensure compliance to achieve predominantly lower income assistance by the means testing of applicants for funding. The City will contract with the Area Housing Authority to certify income eligibility of applicants within the terms of current HUD income limits.

In terms of rental units, the City will require that said assisted units are made available for a minimum contract period (probably 5 years) to lower income households, and rent levels set at prevailing Section 8 (existing) Fair Market Rents.

- c. Annual Housing Assistance Goals - Projects

- i. At this time, there are several multi-family lower and moderate income rental projects proposed. It is estimated that a total of 150 units will be approved and be funded by means of a bond issue under AB 665 provisions. The project is located on Los Feliz Drive and comprises predominantly 1 and 2 bedroom units.
- ii. An additional 50 units of single-family ownership housing affordable to lower and moderate income households are to be developed at the Hidden Canyon and Twin Oaks affordable projects. Mortgages for these are funded by SB99 and AB1355 bonds and they are further assisted by Agency and City funds and actions.
- iii. The City will assist the Area Housing Authority to secure additional Section 8 certificates and will provide the availability of additional units eligible for use in this program.

1985- 88 HOUSING ASSISTANCE PLAN



APPENDIX H

Condominium Conversion Ordinance

(c) A precise plan of design may be approved and adopted subject to the granting of a change of zone, variance, or the approval of a final subdivision map. The Commission or the Council may require such a precise plan of design to be submitted prior to the granting of a zoning variance.

(d) Within thirty (30) days after the termination of the public hearing, and if a precise plan of design is in any way rejected, conditionally approved, or modified without the consent and approval of the applicant, the Commission, by resolution, shall render its decision and set forth the reasons for the action taken. The resolution shall be effective upon its adoption. Not later than ten (10) calendar days following the date the resolution is adopted, a copy of the resolution shall be mailed to the applicant.

(e) Within twenty (20) days after the effective date of the resolution, the applicant or any person or political entity aggrieved may appeal the Commission's decision to the Council in the same manner and procedure as appeals for variances or permits as set forth in Section 9-4.2807 of Article 28 of this chapter.

(Ord. 107-NS, eff. September 11, 1969, as amended by § 1, Ord. 142-NS, eff. March 26, 1970, as renumbered by § XIV, Ord. 173-NS, eff. November 5, 1970)

Sec. 9-4.1808. Buildings constructed in Civic Districts excepted.

The provisions of this article shall not be applicable to buildings constructed in Civic Districts. Such buildings shall be regulated under the provisions of Article 22 of this chapter.

(Ord. 107-NS, eff. September 11, 1969, as renumbered by § XIV, Ord. 173-NS, eff. November 5, 1970)

Article 19. Condominium Conversions*

Sec. 9-4.1901. Purpose and intent.

Condominiums, community apartment projects, and stock cooperative apartment projects provide for individual ownership, or its functional equivalent, of separate dwelling units which usually are

*Article 19 entitled "Motion Picture and Television Studio Zones (M-S)", consisting of Sections 9-4.1901 through 9-4.1919, recodified from Sections 8139.1 through 8139.20, T.O.O.C., as added by Ordinance No. 93, as renumbered by Section XIV, Ordinance No. 173-NS, effective November 5, 1970, repealed by Section 2, Ordinance No. 669-NS, effective March 23, 1978.

in close proximity to one another. The area surrounding the dwelling units is a common area that is normally managed and maintained by the individual owners of dwelling units in accordance with an owners' association agreement. Such hybrid forms of ownership, which mix individual ownership and ownership in common, magnify the impact upon the public health, safety, welfare, convenience, and economic prosperity of a large community when conditions of poor land use and site planning, mismanagement, neglect, and blight are allowed to occur. Additionally, the conversion of existing apartment and other multiple-family dwelling structures into condominiums, community apartments, or stock cooperative apartments has the potential of displacing long-term residents, particularly senior citizens and families with school age children, who may be required to move from the community due to a shortage of replacement rental housing.

The City seeks to avoid the unique problems that beset condominium conversion projects, and it further seeks to provide and insure a reasonable balance of rental and ownership housing in the City and a variety of individual choices of tenure, type, price, and location of housing and to maintain a supply of rental housing for low and moderate income persons and families.

The City finds and determines that condominiums, community apartment projects, and stock cooperative apartment projects differ from apartments in numerous respects and, for the benefit of the public health, safety, and welfare, such projects should be treated differently from apartments. The Council therefore states its express intent to treat such projects differently from apartments and like structures and to adopt condominium conversion regulations for the protection of the community displaced tenants and the purchasers of condominiums, community apartment projects, and stock cooperative projects.

(§ 1, Ord. 669-NS, eff. March 23, 1978, as amended by § 1, Ord. 703-NS, eff. February 8, 1979)

Sec. 9-4.1902. Definitions.

For the purposes of this article, unless otherwise apparent from the context, certain words and phrases used in this article are defined as follows:

(a) "Community apartment project" shall mean a project in which an undivided interest in the land is coupled with the right of exclusive occupancy of any apartment located thereon. For the purposes of this article, community apartment projects are hereby made

subject to the same restrictions and conditions as condominium conversion projects.

(b) "Condominium" shall mean an estate in real property consisting of an undivided interest in common in a portion of a parcel of real property, together with a separate interest in space in a building on such real property, such as a residence, apartment, or apartment house. A condominium may include, in addition, a separate interest in other portions of such real property.

(c) "Condominium conversion" shall mean the conversion or division of a single ownership parcel of existing improved real property, such as an apartment project, into a condominium form of ownership involving the separate ownership of individual units.

(d) "Condominium conversion project" shall mean the entire parcel of real property divided, or to be divided, into condominiums, including all structures thereon.

(e) "Stock cooperative apartment project" shall mean a project wherein a corporation is formed or availed of primarily for the purpose of holding title to an apartment project, if all or substantially all of the shareholders of such corporation receive a right of exclusive occupancy in a dwelling unit in the apartment project, title to which is held by the corporation, which right of occupancy is transferable only concurrently with the transfer of the shares of stock in the corporation held by the person having such right of occupancy. For the purposes of this article, stock cooperative projects are hereby made subject to the same restrictions and conditions as condominium conversion projects.

(§ 1, Ord. 669-NS, eff. March 23, 1978, as amended by § 2, Ord. 703-NS, eff. February 8, 1979)

Sec. 9-4.1903. Residential planned development, tract map, and Building Code requirements.

All condominium conversion projects shall be subject to the residential planned development standards, permits, and requirements set forth in Sections 9-4.901 through 9-4.905 of Article 9 of this chapter. Additionally, all condominium conversion projects shall be subject to all the applicable provisions of the Subdivision Map Act of the State, the building regulations set forth in Title 8 of this Code, and the subdivision provisions set forth in Chapter 3 of this title.

(§ 1, Ord. 669-NS, eff. March 23, 1978)

Sec. 9-4.1904. Application requirements.

In addition to such other application requirements as the Commission may deem necessary and those requirements set forth in Section 9-4.1903 of this article, no application for a condominium conversion project shall be accepted for any purpose unless the application includes the following:

(a) Fourteen (14) copies of a site plan with at least the following details shown to scale:

(1) The location, height, gross floor area, and proposed uses for each existing structure to remain and for each proposed new structure;

(2) The location, use, and type of surfacing for all open storage areas;

(3) The location and type of surfacing for all driveways, pedestrian ways, vehicle parking areas, and curb cuts;

(4) The location, height, and type of materials for walls or fences;

(5) The location of all landscaped areas, the type of landscaping, the method of irrigation, and a statement specifying the manner by which the landscaping areas shall be maintained;

(6) The location and description of all recreational fa-

ilities and a statement specifying the method of the maintenance thereof;

(7) The location, size, and number of parking spaces to be used in conjunction with each condominium unit;

(8) The location, type, and size of all drainage pipes and structures;

(9) The location, type, and size of all on-site and adjacent overhead utility lines;

(10) Ten (10) copies of a grading plan showing the existing contours, building pad elevations, and percent slope for all driveways and parking areas; and

(11) All other information as specified on the precise plan of design plot and the elevation plan check list as required for the submittal of R-P-D permits;

(b) Fourteen (14) copies of fully dimensional elevation plans of the typical structures, showing the architectural features and the types and materials of construction;

(c) Ten (10) copies of the covenants, conditions, and restrictions which will apply to the proposed development, which covenants, conditions, and restrictions shall include, but not be limited to, the following provisions:

(1) Provisions satisfactory to the City for the maintenance of the common areas and exteriors of all structures and walls of any such project by the City in the event of default in the maintenance of such areas by the individual owners of the units and for reimbursement to the City for any costs incurred thereby;

(2) Provisions restricting the use of each residential unit to a single-family occupancy as defined by this Code;

(3) Provisions establishing each individual unit owner's exclusive right to the use of not less than two (2) specifically designated parking spaces for each unit;

(4) Provisions prohibiting the outside storage of recreation vehicles, consisting of boats, trailers, and the like, and any other material unless enclosed within separate storage areas as specified in Article 9 of this chapter; and

(5) Provisions establishing adequate storage space shall be provided for each unit;

(d) A list of the names and addresses of all tenants residing in the project proposed to be converted to residential condominiums at the time the application is filed;

(e) A building elements report describing in detail the condition and useful life of the roof, foundations, and mechanical, elec-

trical, plumbing, and structural elements of all existing buildings and structures, and further describing, in detail, the condition and useful life of the following appliances and equipment if installed in the buildings: garbage disposals, dishwashers, water heaters, ranges, ovens, and air-conditioners. Such report shall be prepared by a registered civil or structural engineer or a licensed architect;

(f) A descriptive report containing acoustical test data which indicates the noise attenuation characteristics of the existing party walls and ceilings. The data for such report shall include a sampling of at least ten (10%) percent of the dwelling units involved, but in no case fewer than two (2) dwelling units, and shall be compiled by a qualified person experienced in the field of acoustical testing and engineering;

(g) A structural pest control report prepared by a licensed structural pest control operator pursuant to Section 8516 of the Business and Professions Code of the State relating to written reports on the absence or presence of wood destroying pests or organisms; and

(h) Additional information as determined necessary by the Planning Director.

(§ 1, Ord. 669-NS, eff. March 23, 1978)

Sec. 9-4.1905. Rights of tenants.

Written notices shall be mailed first-class, prepaid postage, to all tenants residing in the proposed condominium conversion project not less than ten (10) days prior to any hearing on the tentative tract map or R-P-D permit before the Commission. Such notice shall provide, at least, the following:

(a) The date, time, place, and purpose of the hearings;

(b) That should the condominium conversion project be approved, tenants may be required to vacate the premises; and

(c) That should the condominium conversion project be approved, the property owner will be required to give all tenants a minimum 120 days' notice of the termination of their tenancy, together with the exclusive right to purchase their respective unit.

(§ 1, Ord. 669-NS, eff. March 23, 1978)

Sec. 9-4.1906. Required findings of fact.

In addition to the other requirements required by this article, this chapter, and the Subdivision Map Act, the Commission shall make the following affirmative findings prior to the approval of any condominium conversion project:

(a) That the proposed condominium conversion project will not, either of itself, or when considered in conjunction with the trend

toward condominium conversions in the community, result in:

- (1) A major displacement of tenants;
- (2) A scarcity of rental units, which would preclude reasonable mobility of tenants and tend to increase rental costs; or
- (3) The diminishment of master plan concepts and objectives which encourage open occupancy and promote low and moderate income housing; and

(b) That a survey by an independent and competent firm reveals that fifty (50%) percent or more of the existing tenants have voted in favor of such a conversion.

(§ 1, Ord. 669-NS, eff. March 23, 1978)

Sec. 9-4.1907. Conditions of approval.

Unless specifically waived by the Commission, the permit for the condominium conversion project shall be subject to all of the following conditions, which conditions shall be in addition to such other conditions deemed necessary by the Commission to carry out the purposes and requirements of this article:

(a) The condominium conversion project, and all individual units and common areas contained therein, shall comply with all existing and current zoning and subdivision requirements, regardless of any previously approved variances therefrom; provided, however, notwithstanding the foregoing provision, when minor variations from the Code requirements exist with respect to the conversion of an existing structure to a condominium, and full compliance with the Code requirements presents practical difficulties or will result in extreme hardship, the Commission may waive literal compliance as to such minor variations and may approve the project upon finding that it generally conforms with the spirit and purpose of the provisions of this article and other Code requirements.

(b) The consumption of gas, electricity, and water within each dwelling unit shall be separately metered so that the unit owner can be separately billed for each utility. A shut-off valve for each utility shall be provided for each unit. The requirements of this subsection may be waived where the Building Official finds that such would not be practicable.

(c) All permanent mechanical equipment, including domestic appliances, which is determined by the Building Official to be a potential source of vibration or noise, shall be shock mounted, isolated from the floor and ceiling, or otherwise installed in a manner approved by the Building Official to lessen the transmission of vibration and noise.

(d) The electrical, plumbing, mechanical, fire, and life safety systems of the structures either are, or shall be placed, in a condition of good repair and maintenance, including such alterations or repairs as are required by the Building Official.

(e) Separate laundry facilities of sufficient size to allow for the installation of a clothes washer and dryer shall be provided for each condominium unit; if provided for in the garage, they shall not encroach into the required parking area.

(f) Each condominium unit shall be provided with a separate two (2) car (double) garage or carport or with two (2) adjoining single car garages or carports, and one parking space per unit shall be provided for guest parking. Provisions shall be made for the restriction of parking in no parking zones.

(g) Each dwelling unit shall have a separate hot water heater, unless there is one central circulating water heating system serving all dwelling units on the property, and such system shall provide sufficient capacity to serve all dwelling units.

(h) All on-site and adjacent overhead utility service lines and poles shall be converted to an underground system.

(i) At least fifty (50) square feet of developed common recreation space shall be provided per unit, but in no event less than 1,000 square feet for the total condominium conversion project.

(j) All garbage disposals, dishwashers, water heaters, ranges, ovens, and air-conditioners determined by the Building Official to have less than two (2) years useful remaining life shall be replaced.

(k) All dwelling units shall comply with the current requirements for energy conservation, sound transmission control, and fire detection systems.

(l) All tenants of the proposed condominium conversion project shall be given 120 days' advance written notice of the termination of their tenancy and shall further be given the exclusive right to purchase their respective unit upon at least as favorable terms and conditions as such units are offered to the general public. Certification of compliance shall be provided to the Planning Director prior to the recording of the final tract map.

(m) The developer or owner shall mail written notice to all tenants residing in the project within ten (10) days after the approval of any condominium conversion project. Such notice shall state all of the conditions of approval of the permit. Certification of compliance shall be provided to the Planning Director prior to the recording of the tract map.

(§ 1, Ord. 669-NS, eff. March 23, 1978)

APPENDIX I

City/Developer Affordable Housing Agreement

THOUSAND OAKS
AFFORDABLE HOUSING AGREEMENT

THIS AGREEMENT, made as of this _____ day of _____ 1983, between the CITY OF THOUSAND OAKS, a California municipal corporation (hereinafter CITY), THOUSAND OAKS REDEVELOPMENT AGENCY (hereinafter AGENCY) and GRIFFIN DEVELOPMENT COMPANY, a California _____, (hereinafter DEVELOPER) provides:

RECITALS

1. It is the policy of the State of California and the CITY to encourage the private sector to provide affordable housing for families of low and moderate incomes in accordance with the Housing Element of the CITY General Plan.
2. DEVELOPER is the owner of certain real property located within the City of Thousand Oaks, California, described in Paragraph 3 below (hereinafter PROPERTY).
3. A Residential Planned Development Permit RPD-83-317 (RPD) has been approved, subject to conditions to construct attached residential dwelling units on the PROPERTY and a Tentative Tract Map, Tract No. 3741 (MAP) has been approved, subject to conditions, to subdivide the PROPERTY.
4. All of the residential dwelling units approved by said RPD for the PROPERTY are affordable for-sale units to low or moderate income households, as set forth in Schedule of Qualifying Incomes, attached hereto as Exhibit A.
5. Said tract and RPD were, on January 18, 1983, determined by the City Council to be exempt from the requirements of Measure A, Thousand Oaks Municipal Code §§9-10.01, et seq., due to being sold at prices pursuant to and as set forth or authorized in this agreement. Said units were processed as exempt units under said Measure A and the implementing CITY ordinances and resolutions.
6. CITY and DEVELOPER desire to enter into an agreement governing their understandings, covenants, rights and duties pertaining to the construction and disposition of said dwelling units on the PROPERTY.

NOW, THEREFORE, the CITY, AGENCY and DEVELOPER agree to the terms and conditions of this Agreement as follows:

AGREEMENT

I. Definitions

- A. "Construction phase" means that portion of a tentative map phase for which actual on-site construction, excluding site grading, is commenced at the same time.
- B. "Hard development costs" are the fixed project development costs for land, off site improvements, fees, contingency reserves, on site improvements, contractors fees, predevelopment costs, indirect site development costs, including recreational facilities.
- C. "Price date" is the DEVELOPER's date of sales commencement for any map phase or construction subphase units, or the date of issuance of the Department of Real Estate Preliminary Sale Report ("Pink Report"), whichever is later, to which date price trending shall be approved by the CITY.
- D. "Pro forma" shall be development budget submitted by the DEVELOPER comprising of projected hard and soft development

costs, financing costs, marketing costs, overhead, profit, sales revenues and prices.

- E. "Revised pro forma" shall be an updated pro forma submitted for the CITY's review prior to any sale of the unit.
 - F. "Preferential sales program" shall be the DEVELOPER's marketing program designed to most effectively out reach to those persons identified in the categories of potential preferential buyers.
 - G. "Trended" means increasing a unit's sales price by an amount, determined by applying the Formula as set forth in Paragraph I, below, equal to the increase in the Ventura County SMI SA median income for corresponding income groups from the date of Exhibit B sales prices to the applicable price date. Trending shall only be allowed if the DEVELOPER's new map or construction subphase price date differs from that shown on Exhibit B.
 - H. "Upgrade improvements" are those associated with higher quality (other than the standard grade offered in units) carpets, appliances, plumbing, fixtures, lighting fixtures or similar items as requested by the purchaser.
 - I. "Formula" is the CITY's adopted formula to establish maximum sales prices, said formula is attached hereto in Exhibit F.
- II. DEVELOPER agrees as follows:
- A. The subject PROPERTY will contain up to Six Hundred and Fifty (650) affordable units in six (6) map phases and twelve (12) construction subphases in conformance with the Final Tract Map, RPD and this Agreement, and any modification thereof, approved by the CITY.

- B. Unit prices shall be established and adjusted as follows:

- (1) DEVELOPER shall sell each unit for prices not to exceed those set forth in Exhibit B, attached hereto and incorporated herein, as increased or decreased pursuant to this paragraph. Such prices shall be approved by the Planning Director provided that said prices do not exceed the sum of prices in Exhibit B plus additional map and RPD condition costs and financial costs in excess of the originally approved projections, and trended through to the applicable price date if that date is different from that shown in Exhibit B. Said additional map and RPD condition costs and financial costs shall not be unreasonably disapproved if substantiated by the DEVELOPER and were unknown costs at the time of establishing the prices in Exhibit B.

DEVELOPER shall, thirty (30) days prior to the date it expects to obtain initial stage or any construction subphase grading or building permit, whichever is applicable, present to the Planning Director a revised pro forma containing the adjustments referred to above in this paragraph and having revised unit sales prices trended to the applicable price date if that date is different from that shown in Exhibit B. The revised prices shall be approved by the CITY Planning Director in accordance with the above provisions and if determined to comprise additional financing and/or map or RPD new condition costs unknown at the time of establishing prices in Exhibit B. Said adjustments to prices shall reflect any cost savings provided by CITY or AGENCY which were unknown at the time of setting prices in Exhibit B as provided for in appropriate conditions set forth in Exhibit C.

- (2) As soon as is practical, but in any event no later than thirty (30) days prior to the issuance of building permits for any portion of a subsequent Map Phase or construction subphase, DEVELOPER shall present to the CITY for approval a revised pro forma with trended sales prices to the price date of each construction subphase.
 - (3) DEVELOPER shall have the right to price specific units in any map phase to reflect unit variances for location, amenities and marketing considerations, provided the aggregate sale prices for all units in that map phase do not exceed the total income group sales price shown on Exhibit B, as adjusted under this Agreement. If DEVELOPER elects to utilize this pricing variation scheme, it shall submit its price plan to the CITY before conducting sales.
 - (4) Maximum sales prices may be adjusted to add unit "upgrade improvement" costs and/or financed closing costs, both at the option of the buyer.
 - (5) The cost of a survey updating median income as estimated by the CITY or the Redevelopment Agency (AGENCY) shall be paid to the CITY by DEVELOPER, together with other participating developers in affordable housing projects (other than the CITY's "Camelot" project) approved by the CITY. Each developer's share shall be prorated on the number of units to be built in the year of the survey per each project, and paid when billed by the CITY.
 - (6) Model sales prices, together with price allowances for furniture, furnishings, landscaping and other unit amenities, shall be trended in accordance with the provisions in this Section II, Paragraph B to the Price Date of the construction subphase in which the model or models are sold.
- C. To make available on a preferential basis and encourage the sale of units to low or moderate income buyers representative of at least one of the following characteristics to the extent authorized by law:

- (1) Those families with any member of that household being employed within CITY limits;
- (2) Those households who presently reside within CITY limits;
- (3) Persons over age 55; or
- (4) First time home buyers.

A preferential sales program shall be established by the DEVELOPER to foster sales of units to buyers having the characteristics described above. The 120 day preferential sales period shall begin at the time the California Department of Real Estate (DRE) releases its Preliminary Reservation Report (Pink) or proposed commencement of sales date, whichever is later, for each map phase or construction subphase. During the entire 120 day period, sales shall be to low and moderate income qualifying households residing locally or being locally employed. The preferential sales period for elderly or first time home buyers shall be during the first sixty (60) day period. Nothing herein shall prohibit DEVELOPER from accepting reservations from non-preferential prospects. During preferential sales period, low income units shall only be sold to low income households.

- D. After said 120 day period, sales can commence to any qualified buyers without restriction, provided that all eligible preferential sales are first exhausted and that eligible preferential category

buyers shall be given first preference to purchase over equally qualified but non-preferential type buyers at any time until the project is sold out. The termination of the preferential sale period shall not effect restrictions on sale prices set forth in Paragraph II, B above.

- E. To sell units to low or moderate income buyers, qualified as to income and adjusted for unit size under Exhibit A or adjustments thereto. Qualification shall be administered and enforced by DEVELOPER's lender.
- F. To conduct an out-reach sales campaign and sales advertising and marketing program to facilitate and maximize sales to low or moderate income buyers having the characteristics set forth in Paragraph C(1) through (4), which program shall be approved by CITY staff.
- G. To implement the intent and purpose of this Agreement to limit the loss of moderate income homes to the open market upon resale, as follows:
 - (1) Loan and debt documentation mandating owner-occupancy, with exceptions for certain hardship situations as to be defined in CITY hardship procedures, enforced by the project's lender and by the project homeowners' association under the Declaration of Conditions, Covenant and Restrictions (CC&R's) approved by the CITY and recorded against the PROPERTY; and
 - (2) The following trust deed arrangement shall be implemented only if the developer instigates the fee deferral option as provided for in Exhibit E. A promissory note and second trust deed in favor of the AGENCY equal to fee deferrals of \$3,000 per unit, which results in a lower qualifying sales price, shall be executed by individual owners and placed on each unit. Payments on the promissory notes, including 5% interest, will commence in the year after graduated mortgage payments cease or at a point where it is demonstrated that this promissory note is ensured not to have to be computed in the initial qualifying rate. The structure and administration of the promissory note and second trust deed shall be mutually approved by the AGENCY and loan servicer.

The note and second trust deed shall be assumable if the unit is sold to a qualified low/moderate income buyer or paid at the buyer's option. The full amount due will be accelerated to require payment in full if the unit is sold to a nonqualified buyer.
 - (3) Additionally, one of the following anti-speculation provisions, at the DEVELOPER's election, shall be provided notwithstanding (2) above:
 - (a) The first deed of trust shall contain a provision for a prepayment penalty of 3% of the unpaid loan balance declining 1% per year paid to the AGENCY or to the trustees as required by the Bond Covenants if the unit is sold to a nonqualified (by income only) buyer during the first three years of the deed of trust; or
 - (b) The CC&R's shall prohibit resale to other than low and moderate income buyers for a period of five years.
 - (4) Under either (2)(a) or (b) the CITY will grant relief in the event of hardship to the owner/seller, such as death,

disability, marital dissolution, employment re-assignment over 40 miles, etc. The procedures and criteria for hardship relief shall be developed by the CITY.

- H. In the event that the DEVELOPER's requested revised sales prices exceed the maximum price acceptable to the Planning Director as provided in II, B, the DEVELOPER may file with the CITY for a major modification to the RPD permit before proceeding with any further development of the project.
- I. The DEVELOPER to submit details of mortgage financing available to buyers with submittal of the revised pro forma for each phase or construction subphase, for approval of the CITY, prior to application for approval of building and/or grading permits. The CITY and AGENCY will accept any generally recognized governmental or institutional financing plan. Grading and building permits shall be issued only if the available mortgage finance interest rate does not exceed that specified in the approval of the project as an affordable development. Available mortgage rates means the buyers' initial payment qualifying rate for first year of the loan.
- J. That the CITY has exempted this project from the requirements of Measure A based upon the DEVELOPER fulfilling the conditions to ensure affordability as set forth in Exhibit C, attached hereto and incorporated herein.

III. CITY and AGENCY agree, where applicable, as follows:

- A. To issue building permits on the PROPERTY, provided fees, security, insurance, building plans and specifications are in compliance with the approved map, RPD, phasing plans, other necessary permits, current CITY ordinances, policies and this Agreement, and as each may be modified or pursuant to waivers approved by the CITY.
- B. In the event that sale prices ostensibly require increases beyond prices authorized under Section II, B and approved by the CITY as to compliance, DEVELOPER may apply for a major modification and CITY shall process, in an expedited manner, such major modification(s) of the map and RPD to maintain affordable sale prices by reducing unit sizes or other appropriate means. If after approved modification sale prices cannot be maintained at authorized maximum sale prices, no development shall continue and DEVELOPER may apply for a building permit allotment under Measure A procedures. Any application for an allotment award must be made within 180 days of the end of the last window period in order to qualify for the next allocation.
- C. To implement cost saving measures by reducing CITY development requirements in order to obtain affordability. Said reductions are set forth in conditions of the map and RPD and specifically those set forth in Exhibit D (Staff Report) attached hereto and incorporated herein.
- D. To provide affordable measures as set forth in Exhibit E which are the specifications of CITY and AGENCY measures to enhance affordability.

IV. Both parties agree that:

- A. Formal notices and communications between the CITY and the DEVELOPER shall be sufficiently given if dispatched by registered or certified mail, postage prepaid, return receipt requested, to the principal offices of the CITY and the DEVELOPER as set forth below:

CITY: City of Thousand Oaks
401 West Hillcrest Drive
Thousand Oaks, CA 91360

DEVELOPER:

Such written notices and communications may be sent in the same manner to such other addresses as either party may from time to time designate by mail.

- B. No member, official or employee of the CITY has any personal financial interest (as defined in Government Code §§87100 et seq.) in this Agreement, nor has any member, official or employee participated in any decision relating to this Agreement which affects his/her personal financial interest or the interest of any corporation, partnership or association in which he is directly or indirectly interested.

DEVELOPER warrants that it has not paid nor given and will not pay or give any third person, prohibited by state statute or local ordinance, any money for their consideration for obtaining this Agreement.

- C. No member, official or employee of the CITY shall be personally liable to the DEVELOPER in the event of any default of or breach by the CITY or for any amount which may become due to the DEVELOPER or on any obligation under the terms of this Agreement.
- D. In addition to the specific provisions of this Agreement, performance by any party hereunder shall not be deemed to be in default where defaults are due to war, insurrection, strikes, lock outs, riots, floods, earthquakes, fires, casualties, acts of God, acts of the public enemy, epidemics, quarantine restrictions, freight embargoes, unusually severe weather, acts or failures to act of any public or governmental agency or entity (other than acts or failures to act of the CITY). An extension of time for any delay caused by situations described above which shall be only for the period of the enforced delay, which period shall commence to run from the time of the commencement of the cause. If, however, notice by the party claiming such extension is sent to the other party more than thirty (30) days after the commencement of the cause, the period shall commence to run only thirty (30) days prior to the giving of such notice. Times of performance under this Agreement may also be extended in writing by the CITY and the DEVELOPER.
- E. Wherever this Agreement requires CITY or DEVELOPER to approve any contract, document, plans, specification, drawing or other matter, such approval shall not be unreasonably withheld and the reason for disapproval shall be stated in writing.
- F. The CITY and DEVELOPER agree to mutually consider reasonable requests for amendments to this Agreement which may be made by either party, lending institutions, title companies, or financial consultants, provided said requests are consistent with this

Agreement and would not substantially alter the basic terms included herein.

- C. Said Agreement is executed in four duplicate originals, each of which is deemed to be an original.

This Agreement integrates all of the terms and conditions mentioned herein or incidental hereto and prevails over and supersedes all maps, RPD's, amendments thereof and, where in conflict, the conditions thereto, and previous agreements between the parties with respect to all or any part of the subject party hereof.

All waivers of the provisions of this Agreement must be in writing and signed by the appropriate authorities of the CITY and the DEVELOPER and all amendments hereto must be in writing and signed by the appropriate authorities of the CITY and the DEVELOPER.

- H. The DEVELOPER covenants by and for itself and any successors in interest that there shall be no discrimination against or segregation of any person or group of persons on account of race, color, religion, sex, marital status, ancestry or national origin in the sale, transfer, use, occupancy, tenure or enjoyment of the property, nor shall DEVELOPER itself, or any person claiming under or through it, establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location number, use or occupancy of vendees. The foregoing covenants shall run with the land.
- I. The DEVELOPER shall refrain from restricting the sale of units on the basis of race, color, creed, religion, sex, marital status, ancestry or national origin or any person. All deeds shall contain or be subject to substantially the following nondiscrimination or nonsegregation clauses:

"The grantee herein covenants by and for himself or herself, his or her heirs, executors, administrators and assigns and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, ancestry or national origin in the sale, lease, sublease, transfer, use, occupancy, tenure or enjoyment of the premises herein conveyed, nor shall the grantee himself or herself or any person claiming under or through him or her establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location, number, use or occupancy of tenants, lessees, sub-tenants, sublessors or vendees in the units herein conveyed. The foregoing covenants shall run with the land."

- J. All of the information received from buyers and prospective buyers with regard to qualification for the purchase of units shall be received and maintained in a confidential manner.
- K. This Agreement does not create any enforceable right, cause of action, or claim in any third party. The DEVELOPER, the CITY or their successors in interest shall be the sole parties who shall have standing to enforce the terms or obligations or to bring suit for damages arising out of a breach of this Agreement.
- L. The DEVELOPER shall not assign this Agreement without first notifying the CITY in writing.

- M. This contract does not create a partnership or joint venture. The DEVELOPER shall defend and hold the AGENCY, CITY, and their officers or employees, harmless from any claim, demand, cause of action or suit brought by a home buyer or by a person damaged or injured at the construction site arising out of or based upon the DEVELOPER's defective or negligent construction of the project or arising out of or based upon the DEVELOPER's breach of any warranty to the home buyer or arising out of representations or nondisclosures made or failed to be made by the DEVELOPER in connection with offering for sale or the sale of the units.
- N. This Agreement runs with the land described in tract map or Residential Planned Development Permit identified in the above Recitals and benefits and binds the undersigned, their assigns, representatives, successors and other transferees.

EXECUTED this _____ day of _____, 1983.

CITY OF THOUSAND OAKS and THOUSAND
OAKS REDEVELOPMENT AGENCY.

Grant R. Brimhall, City Manager
and Executive Director

ATTEST:

Nancy A. Dillon
Nancy A. Dillon, City Clerk
and Agency Secretary

APPROVED AS TO FORM:

Mark C. Sellers
Mark C. Sellers, Acting City Attorney
and Agency Counsel

APPROVED AS TO ADMINISTRATION:

Grant R. Brimhall
Grant R. Brimhall, City Manager
and Executive Director

DEVELOPER

By: _____
Title: _____

C124893721

